

| LACKLAND CHAPLAIN FUND REQUEST | | | FUND CITE CODE |
|---|---|------------------------------|---|
| | | | BRANCH |
| DESCRIPTION GOODS/SERVICES | QUANTITY | UNIT COST | TOTAL COST |
| | | | |
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| | | | |
| | | | |
| NAME AND ADDRESS OF VENDOR(Please provide complete address, phone, and FAX numbers) | | SHIPPING AND HANDLING | |
| PHONE NUMBER | FAX | TOTAL AMOUNT | |
| BRIEF JUSTIFICATION OF GOODS/SERVICES | | | |
| DISPOSITION | | | |
| <input type="checkbox"/> | Purchase Order Only | <input type="checkbox"/> | Check Picked Up by Requestor |
| <input type="checkbox"/> | Send Purchase Order to Vendor | <input type="checkbox"/> | Pre-payment given to Project Officer/Vender |
| <input type="checkbox"/> | Pre-pay Purchase Order (See Bookkeeper) | <input type="checkbox"/> | Other: _____ |
| <input type="checkbox"/> | Credit Card Purchase | | |
| TODAY'S DATE | | DATE NEEDED | |
| COORDINATION (Must be accomplished prior to turn-in) | | | |
| INDIVIDUAL | SIGNATURE | | DATE |
| Requestor | | | |
| Chaplain Advisor | | | |
| Account Manager | | | |
| Branch Senior Chaplain (Optional) | | | |
| Wing Chaplain (If over \$1000) | | | |
| FOR BOOKKEEPER | | | |
| Date Received/Prepared by Bookkeeper: | | Credit Card Number: | |
| Purchase Order/Number: | | Check Number: | |
| REMARKS | | | |

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About the ITAOP/savePDF Method

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).