



The University of Georgia

Facilities Management Division[®]

Warehouse Account Number Request Form

In order to purchase supplies and materials from the warehouse, departments must first acquire an account number. Please fill out the form below in order for us to assign a warehouse account number to your department.

Requestor Information:

Requestor Name: _____

Department Name: _____

Phone Number: _____ Email: _____

Property Number: _____

Account Information:

Account Manager Name: _____

Account Number: _____

Please check one of the following regarding your account number:

Grant funded

Standing

Other