

## Request to Add New Item to Master List

This is to request the following new item to be added to the master list on MP2.

### Inventory Information

Item No.	
Description	
Type	
Unit of Measure	
Model	
Manufacturer	
Organization Code	

### Vendor Information

Vendor ID	
Vendor Branch	
Vendor's Item No.	
Unit Cost	
Qty per UOP	
Unit of Purchase	
Catalog No.	
Manufacturer Part ID	

### Approvals

Supervisor Signature:	Date:
Divisional Mgr Signature:	Date: