



**PURCHASE ORDER REQUISITION**

2738 EAST 51<sup>ST</sup> STREET,  
SUITE 140  
TULSA, OKLAHOMA 74105  
TELEPHONE: [918] 747-7410  
FACSIMILE: [918] 747-7585

Vendor No.
Check No.
Due Date
<b>RED STONE APPROVAL</b>
JOB SUPERVISOR
HOME OFFICE
DATE: _____
PROJECT MGR _____
RETURNED _____

Project Name: \_\_\_\_\_

Subcontract No.: \_\_\_\_\_

Requisition No.: \_\_\_\_\_ Date: \_\_\_\_\_

Subcontractor: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

**SUMMARY OF CONTRACT AND CHANGE ORDERS:**

ORIGINAL SUBCONTRACT	\$ _____
CHANGE ORDER NUMBER 1	_____
CHANGE ORDER NUMBER 2	_____
CHANGE ORDER NUMBER 3	_____
CHANGE ORDER NUMBER 4	_____
CHANGE ORDER NUMBER 5	_____
CHANGE ORDER NUMBER 6	_____
TOTAL REVISED SUBCONTRACT	_____
AMOUNT COMPLETED	_____
LESS 10% RETAINAGE*	_____
LESS PREVIOUS PAYMENTS	_____
AMOUNT OF CURRENT REQUISITION (invoices attached)	\$ _____
\$ _____ Discount if Paid by _____	

NOTE: This requisition must be correctly completed, with your invoices attached, and received in the Home Office by the date noted on your purchase order or it will not be considered until the following month.

Screened out portion to be completed by Red Stone Construction personnel only.

\*As required by contract.

**CHANGE ORDERS:**

CHANGE ORDER NUMBER 1	\$ _____
CHANGE ORDER NUMBER 2	\$ _____
CHANGE ORDER NUMBER 3	\$ _____
CHANGE ORDER NUMBER 4	\$ _____
CHANGE ORDER NUMBER 5	\$ _____
CHANGE ORDER NUMBER 6	\$ _____
CHANGE ORDER NUMBER 7	\$ _____
CHANGE ORDER NUMBER 8	\$ _____
CHANGE ORDER NUMBER 9	\$ _____
CHANGE ORDER NUMBER 10	\$ _____
CHANGE ORDER NUMBER 11	\$ _____
CHANGE ORDER NUMBER 12	\$ _____
CHANGE ORDER NUMBER 13	\$ _____
CHANGE ORDER NUMBER 14	\$ _____
CHANGE ORDER NUMBER 15	\$ _____
CHANGE ORDER NUMBER 16	\$ _____
CHANGE ORDER NUMBER 17	\$ _____
CHANGE ORDER NUMBER 18	\$ _____
CHANGE ORDER NUMBER 19	\$ _____
CHANGE ORDER NUMBER 20	\$ _____
TOTAL CHANGE ORDERS	\$ _____