# DEPARTMENT OR AGENCY LETTERHEAD

DATE:

Purchase Order No: \_\_\_\_ (or a separate PO)

(Department Name) will be purchasing (**Quantity, Manufacturer, Model, Gen and Sight Configuration**) from Walter Craig Law Enforcement Division for the sole purpose of law enforcement use by (Department Name)

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name and Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (**Must be signed by Lt or higher)**