

Restricted Keyway Authorization

Date: _____

Company:

ATTN: _____

SUBJECT: Authorization for Purchase

To Whom It May Concern:

Please consider this letter to be written authorization to purchase _____
restricted keyways for West Virginia University:

Building: _____

Project/Project #: _____

Project Manager: _____

This authorization is restricted to WVU warehouse and project personnel. Please feel free to contact me with questions or concerns.

Sincerely,

Joe Patten
Interim Assistant Vice President