

**To the director of the Department**

The undersigned \_\_\_\_\_

as \_\_\_\_\_

**REQUESTS**

The purchase of the following material/services:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

This purchase is necessary for : \_\_\_\_\_

Caserta, \_\_\_\_\_

**THE APPLICANT**

\_\_\_\_\_

\_\_\_\_\_ Reserved office space \_\_\_\_\_

GIVEN the aforementioned instance  
HAVING CONSIDERED the need to act in this regard  
HAVING REGARD TO the regulation for self-contained expenditure in force  
HAVING ASSESSED the financial availability of the related budget chapter

**PhD COORDINATOR**

\_\_\_\_\_

**WE AUTHORIZE THE REFUND  
The Director of the Department**

\_\_\_\_\_