SA&I 1116 (2017-2018)

Requisition - Purchase Order - Claim

Requisition No. 004413 | Muskogee County, Oklahoma | Purchase Order No. **004413**

Requisitioning Dept.	Date Req. Rec.	Date Assigned
Buckhorn Fire Dept	02/24/2026	02/24/2026

Project No. _____ Date Material Needed _____

Federal Award

I approve the processing of this purchase request and the encumbering on the designated account to the maximum of **5,620.67** Account **1321-2-8200-2005**

02/24/2026 — Date

Requisitioning County Official

Suggested Vendors

BH-2

Purchasing Method: [X] Regular P.O. [ ] Blanket P.O. [ ] Purchase Card/Vendor for p-card

Type of bid (if required)

- [ ] State Contract/Purchasing Cooperative
- [ ] County Purchasing Act
- [ ] Public Competitive Bidding Act

Fiscal Year 2025-2026

Date 02/24/2026 Appropriation Account 1321-2-8200-2005

I hereby approve the issuance and encumbrance of this purchase order

Purchasing Agent

I hereby certify that the amount of this encumbrance has been entered against the designated appropriation accounts and that this encumbrance is within the authorized available balance of said appropriation.

DATED THIS 02/24/2026

County Clerk/Deputy

OF Muskogee COUNTY

19 Okl. St. Ann. S 1505 requires the vendor to furnish an itemized invoice which states the vendor's name and address, a clear description of each item purchased, unit price, the number or volume of each item, total price, the total of the purchase, and the date of the purchase.

Issued To:

MUSKOGEE POWERSPORTS LLC
600 W PEAK BLVD

MUSKOGEE, OK 74401

Shipped To:

Buchhorn Fire Dept

ALL PRICES ARE FOB DESTINATION UNLESS OTHERWISE NOTED

Quantity	Unit	Description	Unit Price	Amt. To Be Encumbered	Adjustment Amount	Total	Approved
			Totals				

Kathy Vaz

Tammy Parr

CHARGE & INVOICE TO:

Polly Irving
County Clerk
PO Box 1008
Billing Address
MUSKOGEE, OK 74402
City, State, Zip Code

I hereby certify that the invoice, receiving report and delivery documentation have been compared to this purchase order, and any discrepancies have been reconciled as noted above. This purchase order is therefore approved for consideration for payment by the governing board.

Date

County Clerk/Deputy

Date Returned For Filing For Consideration By The Governing Board

COMPLETE WHEN USED WITH A BLANKET PURCHASE ORDER

I also certify that the maximum amount of the blanket purchase order has not been exceeded.

County Clerk/Deputy — Date — County Clerk/Encumbering Officer

Requisitioning County Officer — Date

APPROVAL BY GOVERNING BOARD

This claim is approved for payment in the amount indicated above (Signed by at least two members.) District Attorney is approving Officer of expenditures for that office. 19 Okl. St. Ann S 326.

Date

Chairman

Member

Member

PAYMENT RECORD

Warrant Number

Amount

Pursuant to 62 Okl. St. Ann. S 310.8. the Encumbering Officer has the approving authority for payment of requisitions with attached invoice against Governing Board approved blanket Purchase Orders. Therefore, I hereby authorize payment of the attached approved invoice.

Date

Appropriation Account
1321-2-8200-2005
BH-2

Warrant Number