

Artwork Purchase Form

All artworks purchased with College funds are automatically included in the College's permanent art collection. Please provide the following information about the purchased work. Include any original purchasing documents with this form and submit to James Walton, Art Collection Technician by email, james.walton@slcc.edu. If purchasing more than one artwork, please contact James, or the SLCC Art Committee with any questions.

PAYMENT AUTHORIZATION

Index / Account No.	/
	70448 – Fine art, under \$5,000 94065 – Fine art, over \$5,000
Originator Signature	_____
Originator Name	_____
2nd Level Signature	_____
2nd Level Printed Name	_____
Approval Date	_____
Amount of Payment	\$ _____

Purchase Date	VENDER / ARTIST INFO	PATRON / SLCC DEPARTMENT
Reference No.	Name Title Agent Tel Email	Dept. Name Title Tel Email

(official use only)

ARTWORK ID	ARTWORK DESCRIPTION					PRICE
	Artist					
	Title, Year					
	Medium					
	Dimensions	Frame	"h	"w	"d	
		Object	"h	"w	"d	

TOTAL \$

NOTES, ADDITIONAL INFORMATION: