

<b>KAREN, x5653</b>	<a href="mailto:kkoberstein@gonzaga.edu">kkoberstein@gonzaga.edu</a>	<b>CASEY, x5649</b>	<a href="mailto:pettitt@gonzaga.edu">pettitt@gonzaga.edu</a>
Art (paintings, sculpture)		Academic chemicals	
Asphalt & brick		Accommodations	
Carpet		Awards, gifts & gift certificates	
Clothing (including uniforms & shoes)		Biology supplies	
Conferences, classes, entry fees & registrations		Calculators	
Costumes		Chemistry supplies	
Draperies		Credit card statements	
Fabrics		Daytimers/dayplanners	
Forms		Dues & memberships	
Flooring		Entertainment	
Furniture		Instructional supplies	
Landscaping equipment & supplies		Lab equipment	
Keyboard trays for desks		Legal fees	
Locks		Misc. professional fees & permits	
Moving expenses		Office supplies	
Name tags		Paper shredders	
Paint		Promotional items	
Paper (sheets or reams)		Radios	
Porta Potty		Rubber stamps	
Printing		Student activities fees	
Signage		Travel	
Tickets		Typewriters & service	
Whiteboards & chalkboards			
Window coverings			
<b>LORRIE, x5672</b>	<a href="mailto:lengle@gonzaga.edu">lengle@gonzaga.edu</a>	<b>MEGAN, x5671</b>	<a href="mailto:self@gonzaga.edu">self@gonzaga.edu</a>
Advertising		Audio equipment & tapes	
Appliances		Banquets & food (includes Sodexo)	
Athletics (equipment, med bills, official fees & supplies)		Books/manuals/publications	
Concrete		Cash registers	
Custodial (equipment & supplies)		Cell phones	
Doors		Computer (hardware)	
Electrical		Computer (peripherals)	
Florists		Computer (software)	
Fuels (gas, diesel & propane)		Copiers & copier toners	
Gases (maintenance & labs)		Donations	
General contractor construction contracts		Fax equipment	
General maintenance		Household Linens (towels/bedding/shower curtains)	
Hardware		Laundry Service	
HVAC		Mailing equipment	
Lumber		Photography	
Medical supplies (including medical oxygen)		Postage	
Metals		Security fees	
Music		Telephone equipment & contracts	
Plumbing		Temporary labor	
Restaurant equipment		Toners (fax & printer)	
Safety & First Aid		UPS/FedEx/Airborne	
Subscriptions		Video Equipment	
Tools (power & hand)		<b>COMMODITY SPLIT BY BUYER</b>	
Vehicles		<b>Purchasing Fax Number: (509) 313-5953</b>	
		<b>Campus Mailing Address: AD 81</b>	
		<b>Outside Mailing Address: 502 E Boone Ave</b>	
		<b>Spokane, WA 99258</b>	
Updated 12/15/11			