**Diocese of The Murray**



**Application for Purchase or Replacement of Major Equipment**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date:** | **Parish** | | | |
| **Item** |  | | | |
| **How is it to be FUNDED?** | Special Purpose Fund  Trust Fund  Parish Income  Other | | |  |
| **Expected Costs:**  **Include ALL costs associated with the purchase of the item, such as** | Purchase Price  Transport  Installation  **Total** | | | $  $  $  $ |
| **Anticipate Life:** |  | | | |
| **Reason for project:** | To replace worn out equipment:  To effect Cost Savings: |  | | |
| **Expected month of purchase:** |  | | | |
| **What are the running costs?** | Maintenance  Labour  Depreciation  Others | $  $  $  $ | | |
| **Competitive Quotations:** | Name  Name  Name | | $  $  $ | |
| **Which is your recommendation and WHY?** |  | | | |
| **Other Information:** |  | | | |
| **Priest:** |  | | | |
| **Secretary’s Signature** |  | | | |
| **Archdeacon or Vicar General’s Recommendation:** |  | | | |
| **Bishop’s Approval:** |  | | | |
| **Date:** | **Application No.:** |  | | |