

Account coding required when purchasing Warehouse items:

Object code 6315

Supplies and Materials for Janitorial use. Warehouse items beginning with 30

Account number: 199-51-6315-**00**- (your location number)-Y-99-121-Y

Must be used for the purchase of:

- 301009-Liquid Soap (Refill)
- 301016-Hand Foam Soap
- 304011-C-Fold Hand Towel Paper
- 304012-Hand Roll Paper Towels
- 304013-Jumbo Toilet Paper (New)
- 304014-Toilet Paper 2-ply Roll
- 304016-Toilet Paper
- 304017-Hand Roll Paper Towels (New)

Account number 199-51-6315-**01**-(your location number)-Y-99-121-Y

Must be used for the purchase of:

- 302027-Wax Remover
- 302033-Wax

Object code 6396

Copies Paper for Campus use ONLY

- 101252-8 ½ X 14 Legal Duplicating Paper
- 101253-8 ½ X 11 Letter Duplicating Paper

Object code 6399

Other Supplies and Materials. Warehouse items beginning with 10