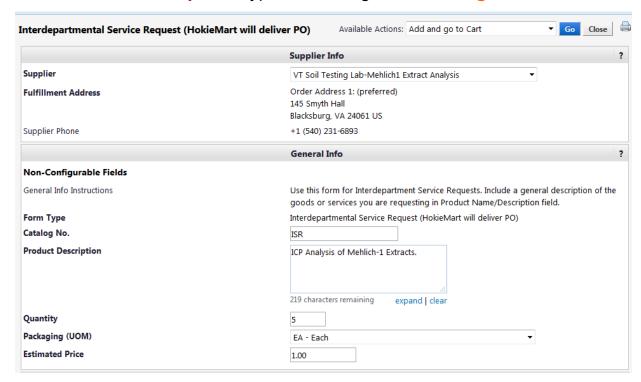


For HokieMart instructions go to www.procurement.vt.edu/hokiemart.html

From HokieMart's home page, select "Interdepartmental Service Request (HokieMart will deliver PO)"



For "Supplier" select "VT Soil Testing Lab-Mehlich1 Extract Analysis"
For "Product Description" type something like, "Testing of Mehlich1 Extracts"



For "Quantity" enter the total number of soil samples to be analyzed.
For "Estimated Price" enter the current price per sample, such as \$2.10.
Be certain to select "1244R" (Service Center Services) for the Funding Account code!