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## U.S. DEPARTMENT OF COMMERCE

NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY INTERDIVISION WORK ORDER UNLESS EXPLICITLY AGREED OTHERWISE; THE WORKING DIVISION WILL TAKE REASONABLE CARE TO AVOID CHARGES IN EXCESS OF THE AMOUNT AUTHORIZED, AND WILL INFORM THE ISSUING OFFICER IF THE WORK CANNOT BE COMPLETED WITHIN THAT AMOUNT. FOR CHANGE ORDERS (REVISIONS TO WORK ORDER). COMPLETE ALL BOXES. **DEBIT (EXPENSE)** FCFY\* PROJECT-TASK **OBJECT CLASS BUREAU** ORGANIZATION (xx) (xx) (xx-xx-xxxx-xx-xx-xx) (xx-xx-xx) 57 **REQUISITION NUMBER WORK ORDER NUMBER CHANGE NUMBER** DATE DATE NEEDED **AUTHORIZED CHARGES CHANGE IN AUTHORIZED CHARGES** NEW AMOUNT OLD AMOUNT + OR -\$ ■ ESTIMATE REQUESTED OR то **FROM AUTHORIZED BY (NAME AND SIGNATURE)** CREDIT (INCOME) FCFY\* **BUREAU** PROJECT-TASK ORGANIZATION **OBJECT CLASS** (xx) (xx) (xx-xx-xxxx-xx-xx-xx) (xx-xx-xx) 57 **REQUISITION NUMBER AUTHORIZED BY (NAME AND SIGNATURE)** FOR INFORMATION, CONTACT NAME TELEPHONE EXTENSION BUILDING ROOM **SPECIFICATIONS**