



Submit this form to the Purchasing Office if you wish to arrange bottled drinking water service for your department. Please contact the drinking water buyer to obtain the Alhambra account number, pricing information and delivery schedule. Effective July 1, 2005, Alhambra bottled drinking water will be paid through the University Procurement Card. The Alhambra account number, pricing, and delivery schedule will remain the same. For pricing information, contact the Drinking Water Buyer.

Department Information

Department Name: _____	Extended Zip: _____
Delivery Location: _____	Department ID: _____
Contact Name: _____	Phone Number: _____

Water Service Information

Please Indicate Number of People Using Water: _____	
Select Size of Water Bottle:	<input type="checkbox"/> 3 Gallon Bottles <input type="checkbox"/> 5 Gallon Bottles
Select Type of Dispenser:	<input type="checkbox"/> Hot / Cold <input type="checkbox"/> Room Temperature / Cold

Billing Information

Cardholder Name: _____	Cardholder Phone: _____
ProCard Number: _____	Expiration Date: _____
Cardholder Signature: _____	Cardholder Email: _____

Billing Problems: Contact Service & Billing, DS Waters of America Phone: 1-800-824-8525 Email: llacckeyaccts@water.com	Campus Contact: Rosario Micu, Procurement & Support Services Extension: 4-1568 Email: rosario.micu@sjsu.edu
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For Purchasing Use Only

Customer Account Number: _____	Service Date: _____
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