

JOANNE ext 5649 bruce@gonzaga.edu	MEGAN ext 5671 self@plant.gonzaga.edu
Accomodations	Advertising
Athletic Guarantees	Art (painting, Sculpture)
Athletics Official/Referee Fees	Audio equipment & tapes
Athletics/Sports Equipment & Supplies	Awards, gifts and gift Certificates
Calculators	Banquets & food (includes Sodexo)
Conferences, Classes, Entry Fees & Registrations	Books, manuals & publications
Credit Card Statements	Cell phones
Daytimer/Dayplanners	Clothing (including t-shirts, uniforms & shoes)
Donations	Computer (hardware)
Dues & memberships & License/Employee Certifications	Computer (peripherals)
Entertainment	Computer (software)
Florists	Copiers & copier toners
Forms	Costumes
Instructor Fees/Honoraria/Speakers	Fabrics
Mailing Equipment	Fax equipment
Music (Instruments and Sheet Music)	Furniture (including Monitor Stands/Keyboard Trays)
Name Tags	Legal fees
Office supplies	Medical Payments/Bills
Paper (Sheets or Reams)	Photography and Supplies
Paper shredders	Professional Fees & Permits
Postage	Promotional Items
Printing	Security fees and services
Room Rentals	Subscriptions
Rubber stamps	Telephone equipment & contracts
Student activities fees (club expenses, products)	Temporary labor
Toners (fax & Printer)	White Boards/Chalkboards
Travel	
Typewriters & service	
UPS/FedEx/Airborne	
LORRIE ext 5672 lengle@gonzaga.edu	
Asphalt & brick	Landscaping equipment & supplies
Biology/Chemistry Supplies & Lab Equipment	Laundry Servces
Carpet	Locks
Concrete	Lumber
Custodial (equipment & supplies)	Medical Supplies
Doors	Metals
Draperies/W indows/Blinds	Moving expenses
Electrical/Electronic Parts	Radio
Flooring	Paint
Fuels (gas, diesel & propane)	Plumbing
Gases (maintenance & labs)	Porta Potty
General contractor construction contracts	Restaurant equipment
General maintenance	Safety, Security and First Aid Supplies
Hardware	Signage
Household Linens (towels/bedding/shower Curtains)	Vehicles and Associated Expenses
HVAC	
	COMMODITY SPLIT BY BUYER
	Email: purchasing@gonzaga.edu
	Purchasing Fax Number: (509) 313-5953
	Campus Mailing Address: AD 81
	Outside Mailing Address: 502 E Boone Ave
	Spokane, WA 99258