

## EXEMPT AND MISREPORTED (Thru Central Purchasing) SOLE SOURCE/BRAND CONTRACTS/PURCHASE ORDERS

Reporting Month: \_\_\_\_\_

**TO:** OMES  
5005 N. Lincoln Blvd., Ste. 100  
Oklahoma City, OK 73105

**FROM:** Agency Name: \_\_\_\_\_  
Agency Number: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

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Purchase Order Number: \_\_\_\_\_ Purchase Order Date: \_\_\_\_\_  
Vendor ID Number: \_\_\_\_\_ Vendor Business Name: \_\_\_\_\_  
Vendor Contact Name: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Requisition ID: \_\_\_\_\_ Requisition Date: \_\_\_\_\_ Contract ID: \_\_\_\_\_  
Approval Status: \_\_\_\_\_ (A-Approved, D-Denied, X-Cancelled)  
Approval Date: \_\_\_\_\_ Reject Date: \_\_\_\_\_ SS Type\*: \_\_\_\_\_  
Category/Amount (xxxxxx - 1000.00, etc.): \_\_\_\_\_

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Category/Amount (xxxxxx - 1000.00, etc.): \_\_\_\_\_

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\* SS Type: **01**-Sole Market/Model/Brand, **02**-Sole Vendor, **03**-Additional/Replacement Parts, **04**-Original Vendor  
**05**-Brand Name for Resale, **06**-Compelling Urgency Limit, **07**-Litigation Expert, **08**-Statute Authorization