



## **Purchase Requisition Rollover**

There are three types of purchasing requisitions that can be defined in the Info.Net system:

- Direct inventory material items
- Subcontract orders – essentially buying labor from a vendor
- Indirect items and services

The conversion of these requisitions into purchase orders can be done on a controlled line item basis. This permits the mixture of multiple requisitions into a single purchase order or a single requisition into multiple purchase orders. There are no restrictions on mixing multiple requisitions on multiple purchase orders (although the three types of orders may not be mixed).

In rolling over a requisition, the only new information that is required is a confirmation of the vendor code and the item's prices.

The resulting purchase order will contain the purchase requisition number, and the historical purchase requisition will contain the purchase order number into which the requisition was rolled.

For more information, connect to: <http://www.lamarsoftware.com/>