



Director's Justification Memo

DATE:

TO: Lucas Martsolf, Assistant Township Manager

FROM:

RE:

Munis Project Number:

Munis Account(s):

Check this box if the purchase is part of a capital project.

Project Title:

Purchase / Project Description:

Provide a detail description of the proposed requisition. (650 character limit)

Purchase / Project Justification:

Describe why is this requisition is needed. What alternatives were considered? (650 character limit)



724 | 776 | 4806
724 | 776 | 6199
CranberryTownship.org

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Purchase Cost Details:

Provide a summary of the estimated costs. (650 character limit.)

Staff Recommendation:

Describe the basis of your recommendation. (500 character limit.)

Image:

(Attach image if, applicable.)