Requested Equipment - EXAMPLE DOCUMENT

Instructions:

1. Make a Copy of this form before proceeding (File>Make a copy).

2. Click into each empty cell to enter data, do not modify the green cells.

3. List items in priority order (most important item first)

4. List the item, unit price, and quantity.

5. List the complete URL/weblink to each item directly below the item listed

6. Use short names, such as "Trail Camera", "Mist Net", GPS

7. You may add rows beneath "K" if needed. Drag the formula down in column "F" so the total is accurate.

8. Download the completed sheet as a PDF. Portrait orientation, narrow margins, and grid lines turned off.

Priority	Name of Item	Unit Price	Quantity	Line Cost
A	Multiparameter Water Meter - 4 m	$1,289.99	1	$1,289.99
URL	https://hannainst.com/hi98196-multiparameter-ph-orp-do-temperature-waterproof-met			
B	Garmin Handheld GPS	$131.90	1	$131.90
URL	https://www.amazon.com/Garmin-eTrex-Worldwide-Handheld-Navigator/dp/B00542NV			
C	Waterproof Field Notebook	$26.89	2	$53.78
URL	https://www.amazon.com/Rite-Rain-Weatherproof-Geological-540F/dp/B0011DGJSC/re			
D				$0.00
URL				
E				$0.00
URL				
F				$0.00
URL				
G				$0.00
URL				
H				$0.00
URL				
I				$0.00
URL				
J				$0.00
URL				
K				$0.00
URL				
	Must total less than $1500 USD.		Total	$1,475.67

EXAMPLE