SIUE MAILING SERVICES

Departmental Stamp Requisition

STAMPS ARE ISSUED FOR SIUE BUSINESS ONLY.

| Department: | | Receipt No. |
|---------------------------------------|--|------------------------|
| Box No.: | | (Post Office Use Only) |
| Phone No.: | | Date Stamp |
| Account Title: | | |
| Account No.: | | |
| Stamp | Quantity | Cost |
| 74-cent stamps | (74-cent stamps sold in sheets of 25 only) | x .74 = \$ |
| | TOTAL | \$ |
| Fiscal Officer Signature: | | |
| Stamps received by: | | |
| | FOR POST OFFICE USE ONLY | |
| Stamps issued by: | | |
| Stamps verified by: As of: 08/13/2025 | | |