RESTRICTED PURCHASES

Advertising
Alcohol
Capital Equipment
Cell Phones
Chemicals
Computer software and hardware
Controlled assets ** see definition below**
Consultant Services
Entertainment (theater, golf course, bowling, tourist attraction, exhibits, etc)
Freight charges (UPS, FEDX – Outbound)
Furniture
Gasoline (for travel use)
Hazardous/radioactive materials
Maint & Repair – motor vehicles
Maint & Repair – machinery and equipment
Maint & Repair – tractors
Maint & Repair – buildings
Maint & Repair – roads and highways
Maint & Repair – computer software
Medicine

Memberships
Microwave
Natural & petroleum gas
Postage/Overnight Packages (must use Term Contract with Fedex)
Printers
Printing
Promotional Items (with customization)
Radios (hand held/2-way)
Refrigerator
Rentals
Services (must contact Purchasing)
Shredder
Social club dues
Telecommunications – except for parts & supplies
*Travel (includes airlines, car rentals, hotels, motels, railroads, cruise lines, travel agencies, bridge/road fees, tolls, service stations, parking lots, parking garages, etc.
Uniforms
Utilities

*Contact Marcie Whisenhunt for Travel

***“Controlled assets” are defined by the Comptroller as the following: Fax machines, stereo systems, cameras, video records, televisions, and projectors**