APPROVAL ORDER

OFFICIAL AUTHORIZATION DOCUMENT

Everyday Systems

REQUEST DETAILS

PROJECT / REQUEST TITLE

New MacBook Pro M3s

CATEGORY

IT Hardware

CREATION DATE

1/5/2026

SUPPLIER

TOTAL AMOUNT

GBP 7,200

SCOPE & JUSTIFICATION

BUSINESS JUSTIFICATION

Refresh for 3 senior developers.

AUTHORIZATION CHAIN

REQUESTED BY

Charlie Davis

ROLE	APPROVER	DATE	STATUS