

Participant Directed Goods & Services Request Form



Date of Request: _____

Participant Name: _____

Description and Details of Good/Service Requested: _____

**Written DODD approval required for generators, fences, playsets, & home modifications over \$10,000*

***Pools, spas, saunas, food, internet service and items of general utility are prohibited*

Preferred Vendor and Vendor Contact Information (website, phone number, etc.): _____

Cost of Good/Service (including all taxes and fees): \$ _____

**If cost exceeds \$500, must have written approval from the County Board*

Preferred Method of Receipt (shipped to home, local pick up, etc.): _____

Date I would like to Receive the Good/Service: _____

**Please allow approximately two weeks for processing*

By signing below, I am stating that I understand the rules and regulations set forth by Ohio DODD for purchasing goods and services. I understand and attest that I have reviewed all items noted in DODD Rule 5123-9-45, my SSA has verified and approved my purchase, and my purchase request meets all the requirements, including that I have verified the cost of the item or service is the vendor's usual or customary charge.

By signing below, I hereby attest that, when using electronic signatures for purposes of submitting service documentation, or other document authenticating, acknowledging, or otherwise adopting my signature that appears in typed form within an electronic document is the legal equivalent of my manual signature.

Participant Signature: _____