



City of Bristol Virginia

300 Lee Street  
Bristol VA 24201  
[www.bristolva.org](http://www.bristolva.org)

**Sole Source Determination**

Indicate the factor(s) that resulted in a “sole source” determination.

Attach any documentation to support the sole source purchase.

- Contract in place
- Original Equipment Manufacturer’s Requirement
- Vendor Requirement (Re: service agreements)
- Other – explain below

Comments:

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Signature \_\_\_\_\_ Date \_\_\_\_\_