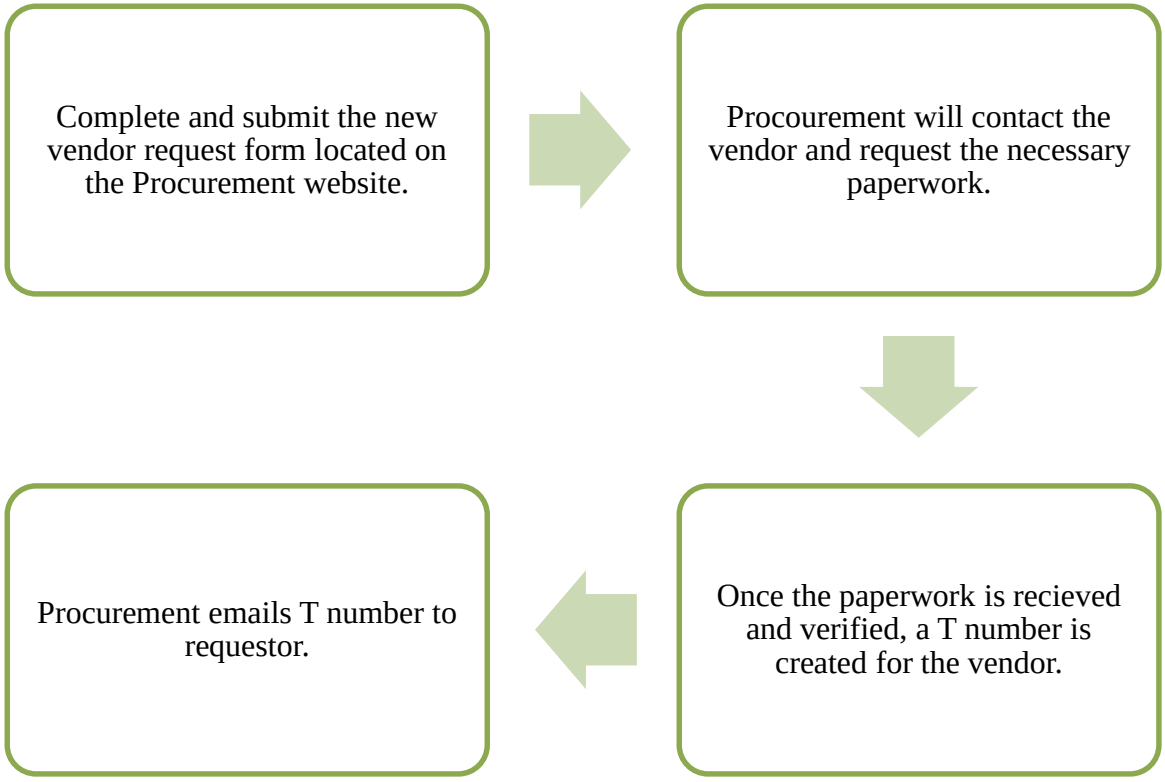Arkansas Tech University New Vendor Request Process