

2016 BUDGET REQUISITONS

(All orders **EXCEPT** School Specialty)

BAILEY AVENUE SCHOOL

Circle ONE category listed

NAME _____

Supplies

Textbooks

1 SHEET PER SUPPLIER

SUPPLIER _____

1. ALL LINES MUST BE COMPLETED;
2. S & H MUST BE CALCULATED;
3. GRAND TOTAL MUST BE CALCULATED.

ZIP CODE _____

FAX # _____

PHONE # _____

(required-ALL PO's get faxed)

| QUANTITY | CATALOG NUMBER | DESCRIPTION/TITLE | UNIT PRICE | TOTAL PRICE |
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| | | Shipping & handling | | |
| | | (show \$ amount or %) | | |
| | | | | |
| | | GRAND TOTAL | | |

My documents/budget