PACIFIC GROVE UNIFIED SCHOOL DISTRICT

School:

PURCHASE REQUISITION - PRE AUTHORIZATION

Your Name:				Date			
Dept.,	/Fund to	Charge	2				
				One Below			
	OFFICE, I PURCHA	PREPAR SE ORD	RE A DER	I WILL SELF-PURCHASE AND SUBMIT FOR REIMBURSEMENT			
Vendo	or Name:				:1.		
Address: City:				email: Zip:			
Telepl	hone:					_	
Page#	Quantity	Unit	Catalog No.	Item Descrip	otion	Price	Extension
					Subtotal:		
					Sales Tax 8.5		
					Shipping 12%		
					Total		
				Data			
Appro	oved by P	rincipa					