Carroll County Schools
Requisition

School:_____
Staff:_____

Date:_____

Vendor:_____
Address:_____
_____

Vendor Ph#_____
Vendor Fax_____

Fund Code_____

Program Area
_____EEF
_____Kindergarten
_____Specialized
_____Library
_____Vocational
_____Regular Program
_____Title I
_____Title II
_____Title IV
_____Title V
_____Title VI
_____Guidance
_____Drug Education
_____Other _____
_____Security
_____Maintenance
_____Computer Tech Building

QUANTITY	CATALOG #	ARTICLE, DESCRIPTION, ETC.	PRICE	AMOUNT
			Subtotal	
			Shipping & Handling	
			Total	

Purchase Order # _____

Approved by Principal_____

Approved by Superintendent_____