Dickson County Board of Education 817 North Charlotte Street Dickson, TN 37055 (615) 446-7571 Fax # (615) 441-1375	Purchase Requisition

PO#

GIVE COMPLETE INFORMATION FOR EACH CATEGORY

Name:	Company:
School:	Address:
Department:	City, State, Zip:
Source of Funding:	Date:

Quantity	Catalog Number	Description of Items	Price	Extension
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00
				$0.00

Purpose for this purchase:

Signature of Supervisor:	Sub Total	$0.00
	(If needed) Shipping & Handling (5%)	
NOTE: All packaging slips and invoice materials must be signed and returned to the central office.	TOTAL	$0.00

Be sure to print a copy for your records