

THE KENTON COUNTY SCHOOL DISTRICT
Purchasing Department
 1055 Eaton Drive
 Ft. Wright, Kentucky 41017
 859/344-8888

BID LIST REQUEST

PLEASE **ADD** THE FOLLOWING ITEM(S) TO THE APPROPRIATE BID LIST:
 PLEASE **CHANGE** THE FOLLOWING ITEM(S) ON THE APPROPRIATE BID LIST:
 PLEASE **DELETE** THE FOLLOWING ITEM(S) FROM THE APPROPRIATE BID LIST:

DATE _____ BID LIST _____

ITEM # ON BID LIST	ITEM DESCRIPTION	ESTIMATED ANNUAL USAGE	<u>ADD/CHANGE/</u> <u>DELETE</u>

JUSTIFICATION FOR ADDING/CHANGING/DELETING ABOVE ITEMS: _____

REQUESTED BY: _____ DATE _____

APPROVED BY: _____ DATE _____
 Department Head

APPROVED BY: _____ DATE _____
 Principal/Program Coordinator

APPROVED BY: _____ DATE _____
 Purchasing Department