



Potlatch School District #285

130 Sixth Street
Potlatch, Idaho 83855

Purchase Requisition

_____ PO number

Deliver To:

Vendor Information:

School:		Vendor:		
Ordered by:	Date:	Street Address:		
Account (If Known)	City:	State	Zip	

Qty	Item Number	Description	Unit Price	Amount
Notes:			Sub-total	
			Shipping	
			Total	

Principal Approval:	Superintendent Approval
Date:	Date: