



Public Schools of Edison Township

312 PIERSON AVENUE * EDISON, NEW JERSEY 08837
TELEPHONE (732) 452-4900 FAX (732) 452-4993

Purchase Order Rationale Form

A. Educational Rationale

As a result of this purchase, please explain what will students learn or how students will benefit. Note any educational achievement or program that may be linked to this purchase.

B. Operational Rationale

Provide a brief explanation of how this purchase is of operational value to your school/office. Note any particular benefits to the district. Explain whether any goods/services are being utilized on a regular basis and whether they are useful on a long-term basis.

Name of School/Office
/Department _____

Signature: _____ Date _____

Name of Vendor _____

Amount \$ _____ Account# _____

Administrative Review

_____ Approved _____ Not Approved

Other: _____

Signature: _____ Date _____
Administrator/Supervisor

Please attach the Rationale Form to the Requisition

Nothing Less Than Excellence