



PUBLIC SCHOOLS OF THE TARRYTOWNS

Assistant Superintendent for Business, 200 North Broadway, Sleepy Hollow, New York 10591

PO# _____

PURCHASE REQUISITION 2022-2023

VENDOR:			ORDER DATE:			
ADDRESS(1):			REQUESTOR:			
ADDRESS(2):			LOCATION:			
CITY:			DEPARTMENT:			
STATE:		ZIP:	EMAIL:	ORDERD BY:		
PHONE:		FAX:	MISC/OTHER:			
QTY	CATALOG NUMBER	PAGE/ KEY	ITEM DESCRIPTION	UNIT COST	DISC	TOTAL
				SUBTOTAL:		
				SHIPPING:		
				TOTAL:		
BUDGET CODE		PER/DOL AMOUNT	PO AMOUNT	SPECIAL INSTRUCTIONS: 		
TOTAL:						