

# LONG BEACH UNIFIED SCHOOL DISTRICT STUDENT BODY PURCHASE ORDER

FORM SB 51  
S272727

## NOTICE

MAIL INVOICE C/O STUDENT BODY BANKER TO:  
SHOW PURCHASE ORDER NUMBER ON INVOICE  
EACH PARCEL AND IN ALL CORRESPONDENCE

(A) \_\_\_\_\_ SCHOOL

P.O NUMBER

(B) DATE \_\_\_\_\_

TO (C) \_\_\_\_\_

PLEASE FURNISH AND DELIVER TO BEARER \_\_\_\_\_ ROOM No \_\_\_\_\_

ACCOUNT NAME	NO	AMOUNT
(D) _____		
EVENT _____		DATE _____

QUANTITY	UNIT	DESCRIPTION OF ARTICLES OR SERVICES	PRICE	AMOUNT
		(E) _____		

PAID BY CHECK NO \_\_\_\_\_ OR IMPREST VOUCHER \_\_\_\_\_  
 DATE \_\_\_\_\_ AMOUNT \$ \_\_\_\_\_  
 INVOICES OR RECEIPTS ATTACHED \_\_\_\_\_ \$ \_\_\_\_\_  
 CASH RETURNED—RECEIPT NO. \_\_\_\_\_ AMOUNT \$ \_\_\_\_\_

APPROVED: \_\_\_\_\_  
CLUB AND/OR STUDENT  
 BODY OFFICER

(F) SPONSOR \_\_\_\_\_

ADMINISTRATOR \_\_\_\_\_ SIGNATURES \_\_\_\_\_

ORIGINAL