

FRIDAY HARBOR HIGH SCHOOL - SUPPLY REQUISITION

Mailing: PO Box 458 Shipping: 285 Blair Ave

Friday Harbor, WA 98250

(360) 370-7110 FAX (360) 378-2647

Date of Request: _____ Teacher Department: _____ Mailing Address: PO Box 458 Shipping to FHHS: 45 Blair St. Shipping to District Office: 285 Blair St. Friday Harbor, WA 98250	VENDOR INFORMATION Supplier / Vendor _____ Address _____ _____ Phone: _____ Fax: _____
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ITEM	ITEM NO.	QUATY.	UNIT PRICE	TOTAL EXPENDITURE

Account Code: _____ Principal's Signature: _____ Date: _____ PURCHASE ORDER # _____ OFFICE USE ONLY: Grant form complete: ☐ Sent to Jose: ☐ Order details complete ☐ Entered in Skyward: ☐ Approved in Skyward: ☐ Copies made: ☐ Sent to DO: ☐ KCDA sent: ☐	SUB TOTAL _____ SHIPPING _____ SUB TOTAL _____ TAX (8.7%) _____ TOTAL _____ (NOTE: Figure tax on shipping)
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