

REQUISTION/PURCHASE ORDER

P.O. # _____

NOTE

**Weston Co. School District#7
610 Poplar St. P.O. BOX 470
UPTON, WY 82730**

SHIP TO ATTENTION _____
2461

FAX # 307-468-2797

PHONE # 307-468-

EMPLOYEE NAME _____

DATE _____

DATE NEEDED _____

VENDOR NAME _____

Phone # _____

ADDRESS/P.O. BOX _____

FAX # _____

CITY _____

STATE _____

ZIP _____

CATEGORY: TEXTBOOKS (1) WORKBOOKS (2) COMPUTER SUPPLIES (3) EQUIPMENT (4) MISC. SUPPLIES (5)

QUANTITY	CAT. #	DESCRIPTION	UNIT COST	TOTAL COST	CATEGORY	CURR/OBJECTIVE
