CLARKE COUNTY BOARD OF EDUCATION
PURCHASE ORDER ATTACHMENT

Date: _____

To the Superintendent: Please purchase the item(s) listed below

Signed: _____ School: _____
(Principal)

Vendor & Address _____
_____ Zip _____

Quantity	Item and Description	Unit Price	Extension
	NO BACKORDERS		
NO BACKORDERS	Total		

Area of Instruction: _____
(Kindergarten, Elementary, High School, Sp. Ed., Vocational, etc.)

Fund: _____
(Material Fee, Lib. Enhancement, Janitorial Sup., Chapter II, Vocational, etc.)

Cost Center _____

G L# _____

Vendor # _____ Supervisor _____

P.O. Number: _____ P.O. Date: _____

MATERIAL RECEIPT

I hereby certify that the above items as checked have been received in good condition.

_____ _____
Signature Date