



Ore City Independent School District

100 Rebel Rd., Ore City, TX 75683
 Ph. (903) 968 3300 Fax (903) 968 3797

Vendor

Name _____

Address _____

City _____ State _____ ZIP _____

Phone _____ Fax _____

Date _____ 08/13/14

Campus _____

Order By: _____

P.O. # _____

Send To

Vendor
 Me
 Fax
 Other: _____

Qty	Item #	Description	Unit Price	TOTAL

Budgetary Codes

_____ Amount _____

_____ Amount _____

_____ Amount _____

_____ Amount _____

_____ Amount _____

	Sub Total	_____
	Discount	_____
	Shipping and Handling	_____
	Grand Total	_____

IMPORTANT

Submitting this form to your campus secretary does not authorize your purchase. A purchase order will be returned to you with your District PO number and the appropriate approvals. Then you may make your purchase.

Explanation
