

# ALIQUIPPA SCHOOL DISTRICT

**MAIL INVOICE TO:  
ALIQUIPPA SCHOOL DISTRICT  
Aliquippa, PA 15001**

# PURCHASE ORDER

ORDER NUMBER	DATE OF ORDER

▲  
ABOVE ORDER NO. MUST APPEAR ON ALL PAPERS AND PACKAGES RELATIVE TO THIS ORDER.

TO:

SHIP (PREPAID) TO  
SCHOOL  
ADDRESS

**ALIQUIPPA, PA 15001**

DELIVERY REQUIRED

ATTENTION

QUANTITY		DESCRIPTION	BUDGET CODE	UNIT PRICE		TOTAL AMOUNT
RECEIVED	ORDERED					

NOT VALID UNLESS SIGNED BY SUPERINTENDENT OF SCHOOLS

ALIQUIPPA SCHOOL DISTRICT SUPERINTENDENT OF SCHOOLS

<b>FOR DISTRICT USE ONLY</b>		
REQUISITIONED BY	PRINCIPAL'S APPROVAL	DATE
PLEASE CHECK ONE <input type="checkbox"/> PRICES INSERTED ARE BIASED ON VENDOR'S BID OR QUOTATION <input type="checkbox"/> PRICES INSERTED ARE ESTIMATED		
AUTHORIZED BY		DATE

**PREPARE SEPARATE INVOICE FOR EACH PURCHASE ORDER AND SUBMIT IN DUPLICATE. SEE INSTRUCTIONS ON REVERSE SIDE.**

White - Vendor • Green - School Office • Canary - Accounts Payable • Pink - School File • Goldenrod - Back Order