Mingus Union High School

1801 East Fir Street Cottonwood, AZ 86326 (928)634-8901

Req # _____

2020-2021

REQUISITION

Name of Vendor _____ Date _____

Address of Vendor _____ Telephone _____

City _____ State / Zip _____ Fax _____

BOOKSTORE		DISTRICT
☐ **Student Activity**	☐ **Auxiliary Funds**	☐ **District Funds**
Account #	Account #	
Treasurer	Account Balance	Project _____
Account Balance		
Bookstore PO # _____		

Quantity	Description	Unit Price	Total
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
		Subtotal	$ 0.00
		Tax	$0.00
		Freight	$0.00
		Total	$ 0.00

Prepare to Learn … Then Succeed

Budget Code: _____

☐ **3 Written Quotes Required ($10,000 or more)**

(see attached quotes)

Signature of Staff Member Making Request _____

Signature of Administrator _____

Department _____

Signature of Bookstore Manager _____

Signature of Business Manager _____

Revised 10/27/2020