

Nauvoo-Colusa Unit District #325
 2461 North State Highway 96
 Nauvoo, IL 62354
 Phone (217) 453-6639~ Fax (217) 453-6395

Requisition / Purchase Order

Elementary	
Junior High	

Grade/ Department:	
Paid From Grant:	

Vendor Name:	
Vendor Address:	
City/State/Zip:	
Phone:	
Fax:	

Part Number	Quantity	Description	Unit Cost	Total Cost
Illinois Tax Exempt #	E 9996 - 6451 -07		Sub Total	
Federal ID Number	37 - 6006861		Shipping	
Purchase Order Number:	E		Grand Total	
Date:				

Employee Signature	Date:
Superintendent Signature:	Date: