

**GENESEO UNIT DISTRICT #228**  
**GENERAL PURCHASE REQUISITION FORM**

Budget Code#: \_\_\_\_\_

Date Requested: \_\_\_\_\_

Teacher: \_\_\_\_\_

Principal: \_\_\_\_\_

Company: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

[illegible]

For Office Use Only:

PO# \_\_\_\_\_ Vendor# \_\_\_\_\_ Director of Support Services \_\_\_\_\_

Revised 8/2017