

PURCHASE ORDER

AMOS P. GODBY HIGH SCHOOL, 1717 W. THARPE STREET, TALLAHASSEE, FLORIDA 32303

School Tax Exemption Number: 47-04-025951-53C

P.O.

For: Department _____

To be purchased from: _____

Address:

Charge to Account Number: _____

Requested by: _____
(Sponsor)

QUANTITY	DESCRIPTION	UNIT COST	TOTAL COST

_____	_____	_____	_____
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APPROVED: _____, 20____

Principal

NO ONE IS AUTHORIZED TO PURCHASE MATERIALS TO BE PAID BY THIS INSTITUTION EXCEPT THOSE HAVING A VALID SIGNED PURCHASE ORDER.