

Tucson Unified School District

Asset Management

2050 E. Winsett, Tucson, AZ. 85719

(520) 903-0193

FURNITURE REQUISITION ORDER FORM (CAPITAL FUNDING ONLY)

Requisition No. _____

SCHOOL / DEPARTMENT _____

To Be Used By _____

STOCK#	UNIT	QTY	DESCRIPTION	PRICE EACH	TOTAL PRICE
BC10	EA		BOOKCASE, WOOD, ROLLING, 36"W x 30"H X 16"D, W/Casters, Natural Birch	\$155.00	\$0.00
BC11	EA		BOOKCASE, WOOD, 36"W x 30"H X 16"D, NO/Casters, Natural Birch	\$140.00	\$0.00
BD20	EA		BOOK DISPLAY, WOOD, 36"W x 30"H X 10 1/2"D, Natural Birch. (KINDER)	\$70.00	\$0.00
CU30	EA		CUBBIES, WOOD, 4 Compartments, 30"W x 15"H X 15"D, Natural (KINDER)	\$28.00	\$0.00

Comments:

Total:	0		\$	-
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The above items will be fabricated at the TUSD Furniture Shop and delivered by Property Control. Submit requisition order form to the Asset Management office. Maintain a copy for your records.

Please enter Budget Code in the order as listed below.

CHARGE TO BUDGET:

OBJECT _____ FUND _____ DEPT _____ PROGRAM _____ FUNCTION _____ PROJECT _____

Principal-Dept. Head

Date

Revised: 1/10/02

****** Upon completion please forward to Budget Analyst in Finance for Approval ******