

# REQUEST TO PURCHASE

(All purchases need prior approval by the principal)

Purchaser's Name: \_\_\_\_\_

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

Deduct this purchase from:  Legislative  Alpine Foundation  Class Donation  Textbook  
 A.L.L. Donations  A.L.L. District  Other \_\_\_\_\_

Name of Vendor	Money Spent For	Estimated Amount	Total Amount Spent

Balance in Account \$ \_\_\_\_\_

Purchase Card # \_\_\_\_\_

\_\_\_\_\_  
Principal's Signature

# REQUEST TO PURCHASE

(All purchases need prior approval by the principal)

Purchaser's Name: \_\_\_\_\_

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

Deduct this purchase from:  Legislative  Alpine Foundation  Class Donation  Textbook  
 A.L.L. Donations  A.L.L. District  Other \_\_\_\_\_

Name of Vendor	Money Spent For	Estimated Amount	Total Amount Spent

Balance in Account \$ \_\_\_\_\_

Purchase Card # \_\_\_\_\_

\_\_\_\_\_  
Principal's Signature