ESS ORDER FORM

SCHOOL NAME:		CONTACT:		DATE:	
ALLOCATION:		*THIS AMOUNT INCLUDES SHIPPING & HANDLING COSTS*			

** THESE FUNDS SHOULD NOT BE USED FOR THE PURCHASE OF COMPUTERS AND/OR COMPUTER HARDWARE **

VENDOR	ITEM DESCRIPTION	ITEM NUMBER	QUANTITY	PRICE	SHIPPING	TOTAL COST

----------OFFICE USE ONLY----------

ACCOUNT NUMBER: _____ DATE SUBMITTED: _____