



**IVY HILL PREP CHARTER SCHOOL  
PURCHASE ORDER / PAYMENT AUTHORIZATION**

PO # FY2022000707

|                     |                   |   |
|---------------------|-------------------|---|
| <b>Vendor Info.</b> | Vendor Name:      | <b>TECH TO SCHOOL</b>                             |
|                     | New Vendor?:      | <i>If yes, please fill out information below:</i> |
|                     | Address:          | _____   |
|                     | City, State, Zip: | _____   |
|                     | Phone:            | _____   |
|                     | Fax:              | _____   |
|                     | Contact Name:     | _____   |

*Ivy Hill Prep Charter School is a Tax Exempt Organization.*

|                           |                   |                              |
|---------------------------|-------------------|------------------------------|
| <b>Ship To / Bill To:</b> | Company:          | Ivy Hill Prep Charter School |
|                           | Dept/Attn:        | _____                        |
|                           | Address:          | 475 E 57th St                |
|                           | City, State, Zip: | Brooklyn, NY 11203           |
|                           | Requestor Name:   | Annedrea Coleman             |
|                           | Phone:            | _____                        |
|                           | Fax:              | _____                        |

| Item # | Description                           | GL CODE | Dept./Class | Qty. | Price Per Unit | Amount      |
|--------|---------------------------------------|---------|-------------|------|----------------|-------------|
| 1      | HP X360 Touchscreen 2-in-1 chromebook | 6205    |             | 1    | \$349.00       | \$20,940.00 |
| 2      |                                       |         |             |      |                |             |
| 3      |                                       |         |             |      |                |             |
| 4      |                                       |         |             |      |                |             |
| 5      |                                       |         |             |      |                |             |
| 6      |                                       |         |             |      |                |             |
| 7      |                                       |         |             |      |                |             |
| 8      |                                       |         |             |      |                |             |
| 9      |                                       |         |             |      |                |             |
| 10     |                                       |         |             |      |                |             |
| 11     |                                       |         |             |      |                |             |
| 12     |                                       |         |             |      |                |             |
| 13     |                                       |         |             |      |                |             |
| 14     |                                       |         |             |      |                |             |
| 15     |                                       |         |             |      |                |             |
| 16     |                                       |         |             |      |                |             |
| 17     |                                       |         |             |      |                |             |
| 18     |                                       |         |             |      |                |             |
| 19     |                                       |         |             |      |                |             |
| 20     |                                       |         |             |      |                |             |
| 21     |                                       |         |             |      |                |             |

|                    |             |
|--------------------|-------------|
| Subtotal:          | \$20,940.00 |
| Shipping Estimate: | _____       |
| Grand Total:       | \$20,940.00 |

Reviewed & Approved

Authorized Signer #1

Authorized Signature #1

Approval Date

11/18/22

Authorized Signer #2  
(if required)

Authorized Signature #2 (if required)

Approval Date

11/18/22

Payment Type: \_\_\_\_\_

|                |       |
|----------------|-------|
| Chk #          | _____ |
| Issued by      | _____ |
| Date Completed | _____ |
| GL Account     | _____ |