

# Purchase Order

Date of Request: 05/15/2025

- PAYMENT REQUEST
- FOR APPROVAL TO ORDER ONLY

CAMPUS Victor Valley Christian Sch

- Check
- Petty Cash
- Credit Card
- On Account

Vendor Tech To School  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Phone: \_\_\_\_\_

Return check to \_\_\_\_\_ Date check needed \_\_\_\_\_  
 Mail Check \_\_\_\_\_  
 Budgeted \_\_\_\_\_  
 Department Tech  
 Person making request JOSH Gerber  
 Department Head Approval \_\_\_\_\_

**Comments:**

Quantity	Item Number/Item Description	Price/Item	Total Amount	Budget Line #
	30 Chrome books		\$ 5,348.33	Tech Fund
	Tax and license			
	Grand Total		\$ 5,348.33	

Finance Office \_\_\_\_\_  
 Approved by \_\_\_\_\_