



**CLAYTON COUNTY PUBLIC SCHOOLS
PURCHASING DEPARTMENT
COPY PAPER ORDER FORM 2018/19**

School/Department _____ Site # _____ Attention _____

Line Item # _____ Date _____

Stock #	Description	Qty	Unit	Unit Cost	Total Cost
26-01-0001	Copy Paper, White 8-1/2x11-20wt.		Case		
26-01-0008	Copy Paper, White 8-1/2x14-20wt.		Case		
26-01-0009	Copy Paper, Pink 8-1/2x11-20 wt.		Case		
26-01-0010	Copy Paper, Green 8-1/2x11-20 wt.		Case		
26-01-0011	Copy Paper, Blue 8-1/2x11-20 wt.		Case		
26-01-0012	Copy Paper, Goldenrod 8-1/2x11-20 wt.		Case		
26-01-0017	Copy Paper, White 11x17-20 wt.		Case		
				Total	

Approved By _____
Printed Name Principal/Department Head

Date _____

Signature of Principal/Department Head

Date _____

Area Superintendent Signature

ALL SCHOOL PURCHASES OVER \$1,000.00 MUST HAVE AREA SUPERINTENDENT APPROVAL

Purchasing Department Use:

Work Order Number: _____ Date entered in AS400 _____