

Equipment Request

A.	<p><i>Submitted by:</i></p> <p>Name: _____ School: _____</p> <p>Program Area: _____</p>
B.	<p><i>Needs :</i></p> <p>Submit requisition and bids if needed.</p> <p>Vendor: _____</p> <p>Phone: _____</p> <p>Fax: _____</p> <p>Quantity: _____</p> <p>Cost: _____</p> <p>Product name and model information _____</p>
C.	<p><i>Educational purpose and department benefit:</i></p> <p>Number of students who will be served by this purchase each year _____</p>
D.	<p>Approval Signatures:</p> <p>Teacher _____ Date _____</p> <p>Principal _____ Date _____</p> <p>CTE Coordinator _____ Date _____</p>