PR0001 Rev. 9/18

## NON-STOCK REQUISITION (BA-80) For Non-LPS Numbered Items **Purchasing Department**

Req. No.	
P.O. No.	

			Lincoln Public Scho	ools		
Scan to: purchasing@lps.org					Requested by	
		Today's Date	Date Required	Annual	Approved by	
Shipping		Account No.			Location	
Discount <u>%</u>		Special Instructions				
Quantity	Unit of Measure	(Please be specific: size,	Description color, special features, mfg's number, vendor	catalog number, brand name)	Unit Cost	Total Estimated Cost

Quantity	Thity Unit of Measure Description  (Please be specific: size, color, special features, mfg's number, vendor catalog number, brand name)		Unit Cost	Total Estimated Cost
Units of Measure Box Bundle Case Each Package (pkg) Set Magazine Subscriptions (sub)		Total		
		Discount		
		Shipping GRAND TOTAL		
		Complete Vendor Address	F.O.B.	
Vendor Code		Name	Delivery	
	_	Address	Quote No.	
Redu	ICO		D	

Buyer Reuse Recycle