

Category (check one)

Central Kentucky CAC Head Start

Expected expenditure:

- Classroom / Other
- Nutrition
- Parent Activity
- Transportation

- \$1.00 - \$25.00
- \$25.00 - \$50.00
- \$50.00 - \$75.00
- \$75.00 - \$100.00

Over \$100.00: _____

Supply/Service Request

Name of Center / Classroom: _____ Date supplies needed: _____

Person requesting supplies: _____ Dates submitted: _____

Vendor: _____

Item	Amount Needed	Comments

Signature of County Coordinator: _____ Date: _____

Signature of Manager's Approval: _____ Date: _____

Date P.O. was processed and mailed: _____ P.O. #: _____

Date P.O. returned to Central Office: _____