

PURCHASE REQUEST



Date: _____

Requested by: _____

Team Sport: _____

Company/Store to be ordered from:

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
Purchases may be made for sports related items for the team or individual, example, t-shirts, warm-ups, uniform bags, They may also be embroidered with the athletes name. Monies may not be used for parties, coaches gifts, travel, etc. Approvals or denials by A.D. are final.		SUBTOTAL	
		SALES TAX	
		TOTAL	

Approved by A.D. _____ Date: _____

Not Approved by A.D. _____ Date: _____