Please submit to Principal Turner for approval

SEDGEFIELD MIDDLE SCHOOL
SMS PTO 2019-2020

Requisition Request Form

Today's Date: Date Items Needed:

Department Requesting Items:

Teacher Requesting items:

Mr. Turner's Approval: Approval Date:

PTO Budget Category:

Item Description	Quantity	Price	Total Cost
		Subtotal	
		% Tax	
		Total Amount	

Checks will be made out to Sedgefield Middle School unless otherwise noted