

SHIELDS VALLEY SCHOOL DISTRICT - GENERAL FUND

District Office & Wilsall Elementary
 P.O. Box 131
 Wilsall, MT 59086
 Phone: (406) 578-2535
 Fax (406) 578-2176



Clyde Park Junior/High School
 P.O. Box 40
 Clyde Park, MT 59018
 (406) 686-4621

Staff Name: _____ Grade/Dept: _____ School CP Wilsall Date: _____

Company: _____ Phone: _____

Address: _____ Fax: _____

Website and/or Email: _____ Point of Contact: _____

Quantity	Item #	Description	Unit Price	Total Price
		TOTAL OF SIDE 1 _____ + SIDE 2 _____		

Teacher/Staff Signature _____

Administrative Dispensation:
 Is this order from a student fund? If so, it requires the Athletic/Activity Director's approval.
 If the order is not from a student fund and it is under \$250, it requires the Building Principal's approval.
 If this order exceeds \$250 and is not a student fund order, it requires Superintendent approval.
 Denied _____ Approved _____ Date _____
 Order Placed By: _____ Date Ordered: _____ Payment Method _____

District Office
 Items Received: _____ Payment issued from : _____ Receipts received: _____
 Date Complete _____ Notes: _____

