



Purchase Order

Spirit of 67 Foundation
 IL Tax Exempt ID # E9932-9281-01
 Federal Tax Exempt ID # 36-3452385
 Phone: 847-615-6056
 E-mail: info@spiritof67foundation.org

2011-2012 Grants

Bill To:
 Spirit of 67 Foundation
 300 S. Waukegan Road
 Lake Forest, IL 60045

Ship To:
 Lake Forest School District 67
 95 W. Deerpath
 Lake Forest, IL 60045
 Attention: Ruth Muscarello

Purchase Order Number:	Spirit of 67 Use Only	
	Date Ordered:	Approval:

REQUISITIONER: Please complete the sections below. **USE SEPARATE FORM FOR EACH VENDOR OR GRANT**

Date of Requisition:	Requester:	Grant:	School/Location:
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Suggested Vendor: _____
Address: _____
City/State/ZIP : _____
Phone: _____ **FAX:** _____

REQUISITION FOR THE FOLLOWING MATERIAL(S):
 ** **LIST BELOW OR ATTACH PRICE QUOTATION OR ATTACH AN ITEMIZED ORDER LIST**

Quantity	Item Number	Description	Unit Price	Extended Price
			Subtotal	
			Tax	
			Shipping	
			TOTAL	

Vendor Website Address: _____

- Conditions:**
1. All Delivery Charges Must be Prepaid. No C.O.D. deliveries accepted.
 2. Each Purchase Order Must be Covered by Separate Invoice. Purchase Order Number Must Appear on Invoice.
 3. The Spirit of 67 Foundation is not subject to Federal or IL Retail Tax. NO Tax Shall be Charged.