

Requisition for Printed Materials



Print Shop

4400 Cathedral Oaks Road
Santa Barbara, California 93160-6307
(805) 964-4711 • FAX: (805) 964-3041

SCHOOL DISTRICTS will be invoiced.

SBCEO coding for school districts:

Fund	Resource	Proj. Yr.	Goal	Function	Object	School	Mgmt.	Unit
01	0000	0	0000	0000	8677	000	1950	1630

SBCEO program coding (only):

Fund	Resource	Proj. Yr.	Goal	Function	Object	School	Mgmt.	Unit
01								

Requisition No. _____

Requester

Phone

Date Requested

District

School

Date Required

Printed forms

CA School Immunization Record (*preprinted; no charge*)...

Cumulative Record:

FOLDERS, Elementary (*preprinted*).....

HEALTH INSERTS (*preprinted*)

Please attach a sample of the following:

Certificate of Promotion (*no charge*)

" " " JACKET (*no charge*)

Daily Attendance Record (pad of 50; half sheet)

Emergency Care Permit and Health Card

ENGLISH

SPANISH

Permanent Health Record

Request for Cumulative Record Card

SB County School Registration (pad of 50)

Miscellaneous SBCEO Publications

Mi Diccionario (*preprinted*)

My Dictionary (*preprinted*).....

Tips for Parents

ENGLISH (*preprinted; no charge*).....

SPANISH (*preprinted; no charge*).....

Send this requisition to:

Reprographics
Santa Barbara County Education Office

Please allow at least three weeks for processing and delivery.

To be completed by Reprographics.

Date shipped _____

	Qty	x	No. of sides/ sheets	=	No./clicks	x	cost
Preprinted quantity ordered x cost							
Cumulative folders . _____		x	32	¢	= \$		
Health inserts _____		x	44	¢	= \$		
Mi Diccionario _____		x	54	¢	= \$		
My Dictionary _____		x	57	¢	= \$		
Paper: _____		x			=		
Cut: _____		x			=		
Pad: _____		x			=		
_____ :		x			=		
_____ :		x			=		
_____ :		x			=		

Total amount of costs = \$ _____

Stats: (iR110) _____