

**PRINTED ENVELOPE ORDER FORM**

Central Square Central School

DATE: \_\_\_\_\_

SCHOOL YEAR 2023 TO 2024

STAFF MEMBER: \_\_\_\_\_

BUILDING: \_\_\_\_\_

DEPT. HEAD/PRINCIPAL: \_\_\_\_\_

BUDGET CODE: \_\_\_\_\_

(INITIAL)

**PLEASE FILL IN RETURN ADDRESS INFORMATION BELOW:**

**LINE 1:**

**LINE 2:**

**LINE 3:**

**LINE 4:**

\*\*\*\*\*RETURN THIS FORM TO THE BUSINESS OFFICE C/O STACIE\*\*\*\*\*

DESCRIPTION	QTY.	UNIT	PRICE	TOTAL
#10 PRINTED PLAIN ENVELOPES		PER 1,000	\$56.49	
#10 PRINTED WINDOW ENVELOPES		PER 1,000	\$58.49	
Price of envelopes subject to change.			TOTAL	

PURCHASE ORDER #: \_\_\_\_\_ P.O. DATE: \_\_\_\_\_

**PLAIN #10 ENVELOPES CAN BE FOUND ON THE GENERAL SUPPLY BID!**