

# BRANCHBURG BOARD OF EDUCATION

BUDGET YEAR

240 BAIRD ROAD

BRANCHBURG, NJ 08876-4200

TEL (908) 722-3335 • FAX (908) 526-6144

VENDOR NO.

**PURCHASE ORDER NUMBER**

## VOUCHER PLEASE SIGN & RETURN

THIS NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES AND CORRESPONDENCE

DATE:

VENDOR:

SEND ALL CORRESPONDENCE AND INVOICES TO THE ADDRESS LISTED BELOW.

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REQUISITION NUMBER		REQUISITIONED BY		
QUANTITY ORDERED	CATALOG / UNIT	ITEM DESCRIPTION / ACCOUNT NUMBER	UNIT PRICE	TOTAL AMOUNT

**VENDOR'S CERTIFICATION & DECLARATION**  
I declare that the goods or services itemized in this bill have been delivered or rendered, that no bonus has been given or received by any person or persons with the knowledge of the department; and that the above bill is true and correct.

**ORDER INVALID UNLESS SIGNED BY THE BUSINESS ADMINISTRATOR AND SUPERINTENDENT**

VENDOR'S SIGNATURE		DATE	
PURCHASE ORDER # / WARRANT #	DATE PAID / INVOICE #	AMOUNT PAID	

\_\_\_\_\_  
BUSINESS ADMINISTRATOR

\_\_\_\_\_  
SUPERINTENDENT

DATE

DATE

**EXHIBIT D**