

**ALEXANDER CITY BOARD OF EDUCATION  
VISA CARD PURCHASE ORDER FORM**

Revision Date: 1/15/13



**VENDOR:** VISA/

**P. O. #:** \_\_\_\_\_

**Phone** \_\_\_\_\_  
**FAX** \_\_\_\_\_

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

**VENDOR #:** 006425

**SHIP TO SITE:** \_\_\_\_\_

**CARD OWNER** \_\_\_\_\_

**CARD #:** \_\_\_\_\_

(Last 4 digits)

\_\_\_\_\_  
**Originator of Purchase Order**

\_\_\_\_\_  
**Principal/Administrator/Fund Supervisor**

\_\_\_\_\_  
**Account Number**

\_\_\_\_\_  
**Fund Name** **Amount**

\_\_\_\_\_  
**Account Number**

\_\_\_\_\_  
**Fund Name** **Amount**

QUANTITY	ITEM DESCRIPTION	UNIT COST	EXTENSION
		<b>TOTAL</b>	

**COMMENTS:** \_\_\_\_\_

I hereby certify that the above merchandise has been checked and found to be in good condition and is now approved for payment.

**TAX EXEMPT  
ALABAMA LEGISLATURE:  
ACT No. 742 1953**

\_\_\_\_\_  
**Principal/Administrator**

\_\_\_\_\_  
**Date**