

Sedona-Oak Creek JUSD #9
Purchasing Department
221 Brewer RD Ste 100
Sedona, AZ 86336
Phone 928-204-6832
Fax 928-282-0232

Oral/Written Quote Form

Date: _____

Item(s): _____

	1.	2.	3.
Vendor	_____	_____	_____
Contact Person	_____	_____	_____
Unit Price	_____	_____	_____
Freight	_____	_____	_____
Tax	_____	_____	_____
Total	_____	_____	_____

Vendor Chosen: _____

Reason:

Lowest Quote

Other: _____

Completed By: _____

<p>A/P Office Use Only:</p> <p>This form has been:</p> <p><input type="checkbox"/> Filed in the quote binder.</p> <p><input type="checkbox"/> Attached to PO# _____</p>
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Please keep a copy of this form for your records and SEND THE ORIGINAL to Purchasing, Attn: Jeff Cook.