ALTERNATE RESOURCE PURCHASE REQUEST

Summit Learning Centre

DATE: _____

PARENT NAME: _____ PHONE NUMBER: _____

STUDENT NAME: _____

STUDENT GRADE: _____

Item Requested	Source/Store	Cost	For SLP subject
Ex: Piano lessons	*King Music Studios*	*$200.00*	*Fine Arts*
Ex: school supplies	*Staples.ca*	*$75.99*	*Various subjects*

Please allow up to TWO weeks for processing of your request. Please provide ALL purchase details such as phone number, contact name, etc. If your request is for an internet purchase, please be sure to provide the website address and paste your cart/shopping bag into an e-mail to Carolyn Wilding-Eddy at: carolyn.wilding-eddy@mpsd.ca

OFFICE USE ONLY:

Approved ☐

Processed ☐

PLEASE NOTE THAT THE DEADLINE FOR SUBMITTING PURCHASE REQUESTS IS MAY 1st