

Member Profile

District/Agency		KCDA School Code
Mailing Address		County
City	State	Zip

Shipping Address, if different, for multiple addresses attach a separate list

City	State	Zip
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All orders placed by our district personnel require a purchase order number
 Yes No

If no, what is the maximum purchase amount that does not require a PO

School Board President/Mayor	Phone Number	Maintenance Supervisor	Phone Number
e-mail Address	Fax Number	e-mail Address	Fax Number
Superintendent/Dean/Headmaster	Phone Number	Transportation Supervisor	Phone Number
e-mail Address	Fax Number	e-mail Address	Fax Number
Business Manager/City Manager or Treasurer	Phone Number	Athletic Director	Phone Number
e-mail Address	Fax Number	e-mail Address	Fax Number
Purchasing Manager	Phone Number	Facilities Manager	Phone Number
e-mail Address	FAX Number	e-mail Address	Fax Number
Buyer	Phone Number	IT Manager	Phone Number
e-mail Address	Fax Number	e-mail Address	Fax Number
Accounts Payable	Phone Number	Warehouse Manager	Phone Number
e-mail Address	Fax Number	e-mail Address	Fax Number
Food Service Administrator	Phone Number	Print Shop Manager	Phone Number
e-mail Address	Fax Number	e-mail Address	Fax Number
Operation/Custodial Supervisor	Phone Number		
e-mail Address	Fax Number		

Additional Instructions

Person filling out questionnaire	Phone	Date
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Website Address