

MONTHLY EDUCATION SUPPLY REQUEST

Center: _____ Requested by: _____ Date: _____

Directions: Write down number of each item needed. Requests need to be turned in by the 25th of each month in order to ensure delivery during the next month. If an item is not on this list, it will need to be purchased with classroom money, or it may be on the Office Supply Request form.

Crayons (set of 8) _____ regular _____ chub _____ multicultural

Pencils (each) _____ pencils, regular

Chalk _____ chalk, 12 pc: white _____ chalk, 20 pc: sidewalk colors

Markers (set of 8) _____ basic _____ multicultural

Paint: tempera

_____ red _____ yellow _____ blue _____ green _____ orange _____ purple
_____ black _____ brown _____ white

Activity paint: Use as fingerpaint or on wood, foil, glass, plastic, papier-mache, or cardboard. Avoid getting on clothing.

_____ red _____ yellow _____ blue _____ green _____ orange _____ purple
_____ black _____ brown _____ white

Construction paper: 9x12, 100 sheets

_____ red _____ yellow _____ blue _____ green _____ orange _____ purple
_____ black _____ brown _____ white _____ pink _____ gray _____ multicultural

Other paper, 500 sheets (ream)

Easel paper (30 lbs) _____ 9x12 _____ 12x18 _____ 18x24
Natural recycled drawing paper _____ 9x12
Manila (50 lbs) _____ 9x12 _____ 12x18
White sulphite (50 lbs) _____ 9x12 _____ 12x18

Poster board (by the sheet) _____ white _____ blue _____ purple

Chart tablet, 50 sheets _____ 27x34

Butcher roll (40 lbs), 24x1000 _____ white _____ butcher roll cutter, 24" wide

Printer paper (20 lbs), 8.5x11 _____ white

Glue: Please wash and refill small bottles. Request small bottles when they are no longer reusable.

_____ gallon
_____ small bottle

Miscellaneous

_____ paint brush, chubby _____ name tags, laminated
_____ 4 paint brushes, 1/4," 1/2," 3/4," 1"
_____ children's scissors _____ name tags, pouches
_____ bags of sand _____ name tag clips
_____ self-stick notes, 3"x5", pad of 100 _____ missing DIAL-3 pieces: _____
_____ glow-germ lotion

Docubind system (for making books)

_____ book binding, 3/8" _____ cover stock, 5 colors, 125 sheets

Received by: _____ Date: _____

revised 1/1/11