

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 from..

Crayons ___ regular, set of 8 ___ chub, set of 8 ___ multicultural set

Pencils (each) ___ pencils, regular ___ pencils, chub

Chalk, 12 ___ chalk: white ___ chalk: color

Markers ___ basic, set of 8 ___ multicultural, set of 8

Paint: tempera

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

Paint: finger paint

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

Construction paper: 9x12 package

___ red ___ yellow ___ blue ___ green ___ orange ___ purple
___ black ___ brown ___ white ___ pink

Other paper

___ 9x12 newsprint ___ 12x18 newsprint ___ white poster board
___ 9x12 manila ___ 12x18 manila ___ ~~ream, computer/copier paper~~
(Office Supply Request form)

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

___ gallon
___ small bottle

Miscellaneous

___ paint brushes ___ children's scissors
___ bags of sand ___ glow-germ lotion
___ name tags ___ missing DIAL-3 pieces: _____
___ name tag clips ___ self-stick notes, 3"x5", pad of 100

For making books with Docubind system:

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

Received by: _____ Date: _____ Rev. 1/1/08 90-E-20