



CANYONS
SCHOOL DISTRICT
A DECADE OF EDUCATIONAL EXCELLENCE
1 0 Y E A R S

TRAVEL QUOTE APPROVAL

SCHOOL _____

GROUP _____

DESTINATION _____

DATES _____

IT IS REQUIRED TO ATTACH PROVIDER QUOTES FOR SUPPORTING DOCUMENTATION

\$1,000.00 - \$5,000.00 QUOTES ON FILE AT SCHOOL

\$5,000.01 - \$50,000.00 QUOTES SUBMITTED TO PURCHASING FOR APPROVAL

\$50,000.01 - above FORMAL BID DONE BY PURCHASING

ITEM

LOW SUPPLIER

LOW BID \$

<u>ITEM</u>	<u>LOW SUPPLIER</u>	<u>LOW BID \$</u>

SCHOOL ADMINISTRATOR SIGNATURE _____

CSD PURCHASING APPROVAL _____

DATE _____

Rev. Date 8/15/19