



1860 Lincoln Street Denver, CO 80203 • Phone (720) 423-3411 | 2800 W. 7th Avenue (Hilltop Building) Denver, CO 80204 • Phone (720) 423-4211 Both Locations: Fax (720) 423-3804 • ricoh@dpsk12.org

Stock Item Order Form

*	
	Initials

Today's Date & Time:	Due Date & Time (ASAP not accepted): Telephone Number: Fax Number:
Account # (Must have to start order):	
Return Project: School Mail	Pick up

Item	Description	Unit	Price	Quantity
Age Verification - Student Sweeper	#20 White	100pk	\$6.50	
Agreement for Use of Musical Instrument	2pt NCR	25pk	\$6.50	
Assignment of Students New to School	Goldenrod	50pk	\$1.50	
Athletic Participation Fee Form - High School	3pt NCR	50pk	\$17.25	
Athletic Participation Fee Form - Middle School	3pt NCR	50pk	\$17.25	
Call Slip	Pink	50pk	\$1.50	
Class Record Book	Item	1 book	\$2.00	
Classroom Receipt Book Serial	2pt NCR	10pk	\$30.00	
DPS School Calendar - Small	5 X 7	25pk	\$5.25	
DPS School Calendar - Large	8.5 X 11	25pk	\$8.75	
DPS School Calendar - Poster - Small	18 X 24	1 Poster	\$12.00	
DPS School Calendar - Poster - Large	24 X 36	1 Poster	\$24.00	
Elementary School Class Register	Custom	10pk	\$30.25	
Elementary School Student Plan - English - Form A	3pt NCR	50pk	\$17.00	
Elementary School Student Plan - English - Form B	3pt NCR	50pk	\$18.00	
Elementary School Student Plan - Spanish - Form A	3pt NCR	50pk	\$19.00	
Elementary School Student Plan - Spanish - Form B	3pt NCR	50pk	\$17.00	
Employee Emergency Call Cards	White Stock	100pk	\$4.75	
Excuse Blank - High School	#20 White	100pk	\$2.00	
Failure to make timely Notice	Fireball Fuscia	75pk	\$3.75	
Health Office Card	White Card	100pk	\$4.75	
Health Record Envelope - Boy	Item	50pk	\$14.00	
Health Record Envelope - Girl	Item	50pk	\$14.00	
Health Referral Form	2pt NCR	50pk	\$4.25	
Health Referral Form	Green Stock	50pk	\$4.00	
Home Notification of Office Referral	4pt NCR	50pk	\$9.50	
Insert for Cumulative Record - Gifted Education	Green	25pk	\$3.00	
Lesson Plan Book	Item	1 book	\$3.50	
Material Transfer Request	4pt NCR	50pk	\$8.75	
Notice of Partial Absence	#20 White	100pk	\$2.25	
Note Pad for Nurses	2pt NCR	50pk	\$6.50	
Office Referral form - English	3pt NCR	50pk	\$7.75	





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ltem	Description	Unit	Price	Quantity
Office Referral Form - Spanish	3pt NCR	50pk	\$7.75	
Order on School Treasurer	Green Stock	50pk	\$4.25	
Permission to Release Student Records	3pt NCR	50pk	\$18.25	
Permission to Enter Class After Absence	#20 White	50pk	\$4.50	
Progress Report - Secondary	White Stock	100pk	\$4.50	
Proof of Athletic Exemption	2pt NCR	50pk	\$8.25	
Referral for Care	2pt NCR	50pk	\$7.00	
Registration Form - Spanish	White Stock	50pk	\$6.25	
Report of Tardiness or Absence	Ivory Stock	75pk	\$3.75	
Request for Cumulative and Personal Records	2pt NCR	50pk	\$3.25	
Request for Custodial Services	3pt NCR	50pk	\$9.00	
Request for Short Leave of Absence - Classified Employees	3pt NCR	50pk	\$19.50	
Request for Short Leave of Absence - Certified Employees	4pt NCR	50pk	\$19.50	
Room Plat - Seat Assignments	White Stock	50pk	\$6.75	
Room to Room Slip	Canary	100pk	\$1.00	
School Nurse Interview with Parent - Boy	Golenrod	100pk	\$4.75	
School Nurse Interview with Parent - Girl	#20 White	100pk	\$4.50	
Student Accident Report	2pt NCR	50pk	\$8.50	
Student Cumulative Record Folder PreK-12	Item	25pk	\$6.25	
Student Emergency Health - English	2pt NCR	50pk	\$6.75	
Student Emergency Health - Spanish	2pt NCR	50pk	\$6.75	
Substitute Teachers - Elementary - Forms A & B	#20 White	50pk	\$4.75	
Substitute Teachers - Experience Report - Form C	#20 White	50pk	\$4.75	
Supplemental Sheet - Boy	Canary	100pk	\$4.75	
Supplemental Sheet - Girl	Goldenrod	100pk	\$4.75	
Tardy to School	2 pt NCR	50pk	\$4.50	
Temporary Register Sheet	#20 White	50pk	\$10.00	
Transfer Withdrawal Check-Out Sheet	4pt NCR	50pk	\$19.75	
Transportation Excursion Authorization	3pt NCR	50pk	\$17.50	
Warehouse Requisition	3pt NCR	50pk	\$13.75	