NEWMAN INTERNATIONAL ACADEMY
CREDIT CARD TRACKER

BILLING: P.O. BOX 170057, ARLINGTON, TX 76003

WHERE THE CARD WILL BE USED

ADDRESS

CONTACT / USED BY

ACCOUNT CODE	ITEM DESCRIPTION	QTY	PRICE	TOTAL
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
			TOTAL	-

SHIPPING COST

TOTAL COST -

*** PLEASE ATTACH AND SIGN ALL RECEIPTS (ITIMIZED) ***

*** SALES TAX IS NOT REIMBURSABLE ***

Campus - Grade/Dept District

JUSTIFICATION / COMMENTS **(REQUIRED)**: *** ALL CREDIT CARD PURCHASES MUST BE PRE APPROVED BY DISTRICT ***

*** Please list goal and objective number in Campus Improvement Plan if applicable ***

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REQUESTED BY (**PRINT/TYPE**)

SUPERVISOR APPROVAL DATE:

APPROVED BY DATE:

(Superintendent/DFO approval required if over $5,000.00)

LAST REVISED 08/2019