

**INSTRUCTIONAL MATERIALS ORDER FORM**  
**Tamalpais Union High School District**

Submit to the Educational Services Department in the District Office

Indicate if this request is for	Submitted by:	
<input type="radio"/> New Instructional Material	Date:	
<input type="radio"/> Enrollment Growth	Department:	
<input type="radio"/> Replacement	School(s):	
<input type="radio"/> Re-adoption (newer version of existing material)		

Course:	Grade level(s):	
Resource Title:	Edition:	
Publisher:		
If new instructional material, was the Approval Form approved?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A

Indicate quantity of each material requested per school below:								
	<i>Drake</i>	<i>RHS</i>	<i>Tam</i>	<i>S.A.</i>	<i>Tmsl</i>	ISBN # <i>(13 digit #, beginning with 978)</i>	Description: <i>(student vs. teacher edition)</i>	Unit Price: <i>(D.O. Use)</i>
	<b>Additional Copies Needed</b>					<b>(*completed by Ed Services)</b>		
<b>SpEd</b>								
<b>AW</b>								
<b>Lib</b>								
<b>Totals</b>								

\*\*\*\*\**Below for District/Site Use Only*\*\*\*\*\*

*Approved by Principal:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Approved by Educational Services:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Vendor:* \_\_\_\_\_ *PO#:* \_\_\_\_\_