

Supply Orders	Date	Item Number	Quantity	Requested By
Poster Board	4-Dec-96	RIV-04233	25	Tracy/david
Wood Base Trimmer	4-Dec-96	PRE-W24	each	Tracy/David
Universal Pads	4-Dec-96	UNV-22000	12	Cathy
Staple Pullers	4-Dec-96	UNV-00700	6	Jerrie
Binder Clips	27-Nov-96		each	Christina
Scratch Pads	11/27/1996	?	12	Christina
Toner	11/22/1996	92298A/92291A	2and 4	Christina
File Folder Labels	22-Nov	AVE-FF-3DR	3 packs	Cathy
Refill Rolodex Cards	20-Nov	SB-31	1roll	Cathy
Phone Wipes	20-Nov	TXW-TX1203	1 Box	Tracy
Red Well Folders	20-Nov	UNV-15262	10 Boxes	Cathy
Manilla Folders	14-Nov	UNV-12113	500	Cathy
Staplers	14-Nov	SW1-44401S	2	Cathy
Staples	14-Nov	UNV-79000	4 boxes	Cathy
Tape Flags	18-Nov	?	5	Cathy
Audio Tapes	15-Nov	CER-D90	10 Pack	Cathy
Bulletin Board	30-Oct	?	1	Tracy
Arm Rest Pad	30-Oct	SCS-22001	1	Tracy
File trays for cathy	30-Oct	UNV-53102	20	Tracy
Felt tip Pens	4-Nov	PAP-84301	2 boxes	Cathy