

## Curriculum Materials Requisition

Purchased materials

Purchased materials are charged to CMCA and require an authorizing signature. Prices are subject to change without notice.

Loaned Materials

- Home educator
- School
- Other \_\_\_\_\_

**Ship to**

Name: \_\_\_\_\_

School name or Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5% GST will be added to non-school orders

Date Required: \_\_\_\_\_

Signature **approves access to CMCA funds.** Not required for loan materials

\_\_\_\_\_  
 (Principal or Principal designate)

Optional fields for school use

Qty	Cat#	Title	Unit Price	Total	New only *	Preview only +
<b>Total</b>						

- Any loan material overdue by more than 60 days will be charged to a school's CMCA.
- Home educators receive goods on loan basis but will be invoiced if goods are not returned at end of school year.

\* Unless indicated, used texts will be shipped when available, which are charged at 50% of current catalogue price.

+ Preview materials are loaned for 30 days at no cost. If they are not returned after 30 days, or are damaged, they will be charged to the school's CMCA.