

**IRC ~ Equipment, Material & Supply Order Form**

***(Please use one form per student)***

**Please submit form via fax or email.**

Please fill in this form electronically; then fax the printout to (575) 439-4498; or email it as an attachment to [IRC@nmsbvi.k12.nm.us](mailto:IRC@nmsbvi.k12.nm.us).

Questions? Please call IRC Specialist, Lisa Meisch, at 575-439-4437.

PLEASE MAKE COPIES OF THIS FORM AS NEEDED

**Student Name:**       **Date of Request:**

**School District:**       **Requesting Teacher:**

**Street or Box No.**       **Date Materials Needed:**

**City/Zip:**       **FAX No.:**

**Quantity Catalog No. Page # Title or Description Status of Order**

*(NMSBVI USE ONLY)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**IRC USE ONLY**

**Order Number**

**Date Received**       **Name of Designated Contact Person:**

**Decorative Line.(Revised Sep 2018)**

**Phone:**