



San Diego Unified
SCHOOL DISTRICT

CHARTER REQUEST FORM

School (Location): Select..	Date:
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Principal/Contact:	Phone:
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DETAILED DESCRIPTION OF SCOPE REQUESTED
(Attach sketches / cut sheets as necessary)

Request Funding for (check all that apply)

If you wish to pre-authorize this work, indicate the maximum amount approved. If the estimate exceeds the authorized amount, you will be contact by the Charter Service Request Coordinator.

Pre-Approved Amount:	Date Required:
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(INTERNAL USE ONLY)

Tracking:	Status:
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Purchase Order:	Status Date:
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Account Code:
