



PURCHASE ORDER REVISION REQUEST FORM

Vendor Name: Trejo Commercial Refrigeration Campus/Dept. Child Nutrition Services

Purchase Order # 51429

- ☒ Price Adjustment ☐ Add New Line Item ☐ Close/Void Purchase Order
☐ Delete Line Item ☐ Other

Reason for Revision **(Please include support backup):**

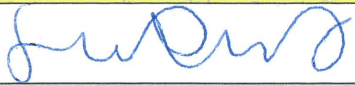
Increase purchase order for Trejo Commercial Refrigeration by \$15,000 to cover regular
maintenance and repairs through June 30, 2025

Total Amount of Original PO: \$ 50,000.00

Adjusted Cost: \$ 15,000.00

New PO Total Amount: \$ 65,000.00

Account # 101.35.6249.00.999.99

Director/Principal Approval Signature	Date
	<u>4-4-25</u>
Processed By (Finance Dept.) Signature	Date

PO Revisions for price adjustments are only required when changes are over \$100.00dls.