

**Rutland Southwest Supervisory Union
Middletown Springs Town School District
Tinmouth Town School District**

**Ira Town School District
Poultney Town School District
Wells Town School District**

Principles of Purchasing

Code # E-510

Policy

The Rutland Southwest Supervisory Union and its member districts adhere to the following principles of purchasing:

1. Purchase Order – A purchase order is a document that authorizes a vendor to deliver described supplies, equipment, merchandise or services at a specified price.
2. Purchase Order procedures – All purchase orders for the Supervisory Union and its member districts shall be developed and administered in accordance with the purchase order procedures document detailed in the Supervisory Union Procedures Manual.

*Tinmouth Elementary School follows the purchasing procedure as approved by the TES board.

	Date Adopted	Replaces Policy
Rutland Southwest Supervisory Union	1/25/10	Principles of Purchasing 5/19/08
Ira Town School District	See RSWSU	None
Middletown Springs Town School District	12/17/09	
Poultney Town School District	12/15/09	None
Tinmouth Town School District	2/8/10	None
Wells Town School District	1/13/10	None