

# FAIR 2017 SUPERINTENDENT SUPPLY NEEDS

SUPERINTENDENT \_\_\_\_\_ PHONE \_\_\_\_\_

DEPARTMENT \_\_\_\_\_ DATE \_\_\_\_\_



<u>ITEM NEEDED</u>	<u>QUANTITY</u>	<u>ITEM NEEDED</u>	<u>QUANTITY</u>
<b>EXAMPLE:</b>	<u>size/how many of each</u>	Safety pins (large or small)	_____
Binder Clips	_____	Scissors *	_____
Construction paper	_____	Scratch pads	_____
Envelopes- (legal)	_____	Sharpie (black or red)	_____
Envelopes (6x9 Clasp)	_____	Straight pins (indicate size)	_____
Glue – (stick)	_____	T-Pins	_____
Glue – (white, bottle)	_____	Tape, Duct (3/4")	_____
Napkins	_____	Tape, Scotch	_____
Notepads (6 x 9)	_____	Tape, Strapping	_____
Notepads (8½ x 11)	_____	Three-ring binders *	_____
Paper clips (large/small)	_____	All Purpose Cleaner	_____
Plates-6" (Paper or Foam)	_____	Bleach	_____
Plates-10" (Paper or Foam)	_____	Cleaner Glass	_____
Pencils (#2)	_____	Hand Sanitizer	_____
Pens (black or red)	_____	Paper Towels	_____
Poster board (22x28-white)	_____	Plastic wrap	_____
Poster board (22x28-color)	_____	Staple Gun *	_____
Push Pins (color)	_____	Stapler	_____
Rubber bands (large or small)	_____	Other	_____

Passport to Fun – type of stamp \_\_\_\_\_

Ink Pad – color \_\_\_\_\_

**MISCELLANEOUS: DESCRIBE IN DETAIL:** \_\_\_\_\_

**\*Note: Items will signed for when picked up and the starred items will be charged for if not returned.**

**Please list when you need your supplies.      Date:** \_\_\_\_\_

4-H Superintendents - - In order to guarantee availability, this form must be submitted by **May 1, 2017**  
Superintendents will not be reimbursed for supplies purchased without prior approval.

4-H Superintendents return form to:  
**WSU Clark County Extension**  
**Attention: 4-H Assistant**  
**1919 NE 78<sup>th</sup> Street**  
**Vancouver, WA 98665**  
**(360) 397-6060 Ext. 5730**



Extension programs and employment are available to all without discrimination. Evidence of noncompliance may be reported through your local Extension office. If you require special accommodation, call WSU/Clark County Extension at 360-397-6060 two weeks prior to the event.