



LOS ANGELES UNIFIED SCHOOL DISTRICT

JOB COST ACCOUNTING - WARRANT UNIT
333 SOUTH BEAUDRY AVENUE, 26TH FLOOR
LOS ANGELES, CA 90017
TEL.#: (213) 241-2701 FAX #: (213) 241-8908

(For Job Cost Only)
Date & Time of call: _____
Date & Time of pick-up: _____

ENCLOSURE PICK-UP

FROM: _____
Requestor's Signature

Requestor's Name, Title & Company

Requestor's Phone Number

FED-EX UPS
Accnt. #: _____
Shipping Information:

TO: LAUSD Job Cost Accounting - Warrant Unit

WARRANT #: _____

DELIVER WARRANT PAYABLE TO:

AMOUNT: _____

VENDOR / BUSINESS NAME (PAYEE)

*Authorized person(s) to pick-up warrant

Authorized person's contact phone number

**A valid California's identification is required at the time of pick-up.*

Please note: Do not call Job Cost Accounting Section.
You will be contacted when the warrant is ready for pick-up.