

**EDMONDS SCHOOL DISTRICT  
PROFESSIONAL-TECHNICAL EMPLOYEES  
PROFESSIONAL DEVELOPMENT CARRY-OVER POOL APPLICATION**

(Pool is only accessible Jan. 1 to Aug 31. See procedure for complete information.)

Name \_\_\_\_\_ Date \_\_\_\_\_ Location/Dept./School \_\_\_\_\_

Reason for Applying to the Pool

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Summary of Requested Items

Qty	Unit Measu	Description	Unit Cost	Total Cost
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			<b>Subtotal</b>	\$ -
			add 20% for shipping/tax	\$ -
			<b>estimated cost</b>	\$ -

<u>Account Code(s)</u>	PPSS	AA	OBB2	LLL	NNNN	GGGG	Amount
<b>Total</b>							\$ -

Notes  
Business Office Use Only

Employee \_\_\_\_\_ Supervisor \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Employee: Please make a copy for your records after your supervisor signs the application. Route to Business Services.

Business Office Use Only

Reviewed by:	Approved amount :	Date:
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