



SCHOOL DISTRICT NO. 87 (Stikine)

Information Technology Resource Requisition

Phone: 250-771-4440

Fax: 250-771-4441

School:

Location within school:

The Secretary Treasurer will review the request and either approve or deny.
All requisitions, whether approved or denied, shall be returned to the school Secretary as well as the IT Department.

Resource Type	Name	Count	Cost	Summary of Work Carried Out (IT Use Only)
Remarks (Purpose and Benefits):				
Requested by:				
Signature				
Date:				Date Work Completed:
Principal:				Signature:

Office Use Only

APPROVED: _____ DENIED: _____ ACCOUNT CODE: _____

Remarks: _____

Date Received: _____

NOTE: Email your request to the Secretary Treasurer Brenda.Hooker@sd87.bc.ca
Cc: IT Department IT-Dept@sd87.bc.ca

Updated: October 8, 2025