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ANY ITEMS ARE PURCHASE

1. TO PERFORM THE JOB

2. NOT FOR RESALE

3. MUST PAY THE SALES TAX

4. THAT IS CONSIDERED TO BE SUPPLIES

Note Any supplies one item supplies more than \$250 must be depreciated

SUPPLIES OFFICE

account books
bank checks
batteries
beverages
blades
books
bottled water
brooms
business cards
carpal tunnel wrist supports
cartons
calendars
cd and dvds
cleaning supplies
clip boards
coffee
computer disks
directories
dust covers

dust pans
envelopes
erasers
fasteners
file holders
fire extinguisher
first-aid-kit
flashlight
folders
forms
glue
goldfish bowls
greeting CARDS
invoices
knives
labels
ledger paper
letter openers
light bulbs
magazines
maps
moisteners
mops
newsletters
organizers
paper
paper clips
pencils
pens
periodicals
plant hangers
plants
postage stamps
post-its
printer ribbons
rolodex
rubber bands
rubber stamps
rulers
safety glasses
scissors
signs
small tools
soap
software inexpensive
stamp pads
staple removers
staplers
stationery
tape
tape dispensers
toner

towels
videos
wall and office decorations
white out

SUPPLIES SHOP

Abrasives
Accessories
Battery water
Body filler or putty
Body lead
Bolts, nuts and washers
Brake fluid
Buffing pads
Chamois
Cleaning compounds
Degreasing compounds
Floor dry
Hydraulic jack oil
Lubricants
Masking tape
Paint
Polishes
Rags
Rivets and cotter pins
Sand paper
Sanding discs
Scuff pads
Sealer and primer
Sheet metal
Solder
Solvents
Spark plug sand
Striping tape
Thinner
Upholstery tacks
Waxes
White sidewall cleaner