SUPPLIES

Criteria for Supply Items:

A supply item is any article or material which meets any one or more of the following conditions:

1. It is consumed in use.
2. It loses its original shape or appearance with use.
3. It is expendable; that is, if the article is damaged or some of its parts are lost or worn out, it is usually more feasible to replace it with an entirely new unit rather than repair it.
4. It is an inexpensive item, having characteristics of equipment, but whose small unit cost makes it inadvisable to capitalize the item.
5. It loses its identity through incorporation into a different or more complex unit or substance.

A. List of Supplies:

The following list of supplies is not intended to be complete. While the list of supplies is rather extensive, it is not practical, even if it were possible, to make it complete. If a specific item cannot be found in the list, it is suggested that a similar item be located to serve as a guide. In cases of doubt as to whether an article should be classified as a supply, the issue should be resolved in terms of the criteria. In looking for a supply item with a descriptive word or modifier (glass cutter) in the nomenclature, search under the first letter of the first word first and under the first letter of the second word second. The multiple worded nomenclatures are not cross-referenced in every instance.
Abrasives
Absorbent Cotton
Account Books
Accounting Forms
Acetylene
Achievement Tests
Acids
Adding Machine Ribbons
Adding Machine Tapes
Addressing Machine Plates
Addressing Machine Ribbons
Addressing Machine Stencils
Adhesive Tape
Adzes
Air, Compressed
Air Gauges, Tire
Albums
Alcohol
Ammonia
Ampules
Anatomical Charts
Anesthetics
Aniline Dyes
Animal Boxes
Anti-Freeze
Antiseptic Gauze
Antiseptics
Antitoxins
Applicators, Throat
Aprons
Arch Supports
Archery Sets
Architects’ Scales, 1 in. Meas.
Arrow
Art Canvases
Art Crayons
Art Erasers
Art Paints
Art Paper
Asbestos
Ash Cans
Asphalt
Asphalt Roofing and Siding
Astringents
Athletic Uniforms - Replacement Parts Only
Atlases
Atomizers
Auger Bits
Augers
Automatic Regulating Valves
Automobile Accessories
Automobile Controls for Handicapped Persons
Automobile Defrosters
Automobile Fuel Tanks
Automobile Heaters
Automobile Signals
Automobile Tires and Tubes
Awls
Axes

Babbit Metal
Badges
Badminton Rackets
Bags, Laundry
Baking Pans
Baking Powder
Baking Soda
Balances, Small Spring
Ball Bearings
Ball Peen Hammers
Balloons
Ballot Boxes
Balls
Band Saw Blades
Band Uniforms, Replacement
Bandages
Bands, Rubber
Banners
Barber Shop Tools, Hand
Barrels
Baseballs
Bases, Baseball
Bases, Electric Lamp
Basins, Portable
Basketball Shoes
Basketballs
Baskets, Container
Bath Curtains
Bath Mats
Bath Robes
Bathtub Fittings
Batons
Bats
Batteries, Electric
Battery Elements
Batting, Cotton
Beads, Arts and Crafts
Beakers
Bean Bags
Bearings, Ball
Bearings, Roller
Beaters, Egg, Hand
Bed Pans
Bed Spreads
Bed Springs
Bedding
Beef Extract
Beeswax
Bellows, Hand
Bells, Small Hand or Desk
Belt Dressings
Bench Stops
Benzene
Bevels
Billheads
Binders, Looseleaf
Binding Cloth
Binding Cord
Biological Charts
Biology Specimens
Bit Braces
Bit Tools
Bits
Blackboard Pointers
Blackboards, Small Slate
Bladders
Blades, Saw
Blankets
Blanks, Printed
Bleaches
Blocks, Hat
Blocks, Kindergarten
Blocks, Surface Hardened
Blocks, Terminal
Blotter Holders
Blotter Pads
Blotters
Blowpipes
Blue Print Paper
Bluing
Boards, Bread
Boards, Carrom
Boards, Checker
Boards, Drawing
Board, Emery
Boards, Ironing
Boards, Lumber
Boards, Mounting
Boards, Sandwich
Boards, Wash
Bobbins
Bodkins
Boiler Cleaners
Boiler Compounds
Boiler Firing Tools
Bolt Cutters
Bolts
Bond Paper
Book Cards
Book Ends
Book Jackets
Book Plates
Book Pockets
Book Records
Book Cloth
Book Covers
Bookkeeping Forms
Books, Cash
Books, Composition
Books, Loose-Leaf Note
Books, Paperback Library
Books, Record
Books, Text
Bottle Syphons
Bottles
Bowling Alley Pins
Bowls
Bowls, Water Closet
Bows, Archery
Box Files, Cardboard
Boxes, Electrical
Boxing Gloves
Brake Lining
Brakes, Complete Replacement Units
Brass Polishes
Brass Rods
Brass Sheet  Candlesticks
Bread Boards  Canes
Bread Knives  Cans, Ash
Bread Pans  Canvas
Breakers, Circuit  Caps, Metal
Bricks  Carbide
Bridles  Carbon Dioxide
Briefcases  Carbon Paper
Bronze, Casting  Carbon Ribbons
Bronzing Liquid  Carborundum Stones
Brooms, Hand  Carburetors
Brushes  Card Holders
Buck Saws  Cardboards
Buckets  Cardboard Boxes
Bug Sprays  Cards
Bulbs, Electric Light  Carpenter's Squares
Bulbs, Flower  Carpet Beaters'
Bunting  Carrom Boards
Burettes  Carrom Cues
Burlap  Carrom Rings
Burners, Bunsen  Carving Knives
Bus Accessories  Cases, Brief
Bus Repair Parts  Cases, Cardboard
Bus Tickets  Cash Boxes
Bus Tires and Tubes  Casting Bronze
Bus Tokens  Catalogue Cards
Bushings  Catches
Butter Spreaders  Caulking Compounds
Buttons  Caulking Irons, All Sizes
Buttons, Push  Caustics
Buzzers  Cellophane

C
Cement, Construction  Cement Liquid
Cement Liquid  Certificates
Cable  Chafing Dishes
Cake Knives  Chains
Cake Pans  Chains, Tire
Cake Soaps  Chair Pads
Calcimine  Chalks
Calendar Pads  Chamois
Calendars  Change Holders
Calendar Stands  Charcoal
Calico  Charge Slips
Calipers  Charts
Call Bells  Checkerbooks
Can Covers  Checkerboards
Can Openers  
Candles  

96
Curling Irons
Curtain Rods
Curtains, Shower and Window
Cuticle Pushers
Cutlery
Cutters, Glass
Cutter, Pastry
Cutters, Plane
Cylinder Oils
Cylinders, Dictating Machine
Cylinders, Hydrometer Jar
Cylinders, Mailing
Display Mounts
Dissecting Sets
Distilled Water
Distributor Boxes
Distributors
Dividers
Doilies
Dolls
Door Mats
Doors
Dowels
Drafting Instruments
Draglines
Drain Cleaners
Drain Pans
Drain Plugs
Drain Plungers
Drain Tile
Drainpipe Flushers
Drapery Cloths
Drapes
Drawing Boards
Drawing Compasses
Drawing Instruments
Drawing Paper
Drawing Pens
Dressers, Emery Wheel
Dressings, Belt
Drier, Ink
Drier, Plaint
Drier, Varnish
Drift Pins, All Sizes
Drill Bits
Drill Points
Drills, Hand
Drugs
Drums, Fiber
Drums, Metal
Dry Cells
Dry Measures
Dry Goods
Dumbbells
Duplicating Machine Brushes
Duplicating Machine Ink
Duplicating Machine Paper
Duplicating Machine Parts
Duplicating Machine Rolls

Dampers
Date Stamps
Daters
Decorations
Dental Abrasive Points
Dental Charts
Dental Drills
Dental Instruments, Small
Deodorizers
Desk Blotters
Desk Lamps
Desk Letter Baskets
Desk Pads
Developers, Photographs
Developing Tanks
Dextrin
Dextrose
Diaries
Dictating Machine Cylinders
Dictionaries, Abridged
Dies, Not in Sets
Diesel Engines, Integral Parts
of Larger Units
Diploma Covers
Diploma Ribbons
Diploma Seals
Diplomas
Discs, Phonograph
Dish Brushes
Dish Cloths
Dish Pans
Dishes
Disinfectants
Dustcloths  F
Dusters    Fabrics
Dustpans   Face and Eye Shields
Dyes       Faces, Archery

E

Earthenware  Fasteners
Edge Tools, Except Cutting Dies Fasteners, Apparel
Educational Tests Faucets, Combination or Single
Eggbeaters, Hand Felt
Elastic      Fencing Foils
Electric Batteries Ferrules
Electric Cords Fertilizers
Electric Fuses Fiber Rod
Electric Lamp Bases Fiber Sheets
Electric Light Bulbs Fiber Tubes
Electric Switches Fiberboard
Electric Wires File Boxes
Electrical Boxes File Cards
Electrodes    File Folders
Electromagnets, Laboratory Files, Wood and Metal Working
Electronic Components Filings
Electronic Tubes Fillers, Battery
Elements, Battery Fillers, Ink
Embossing Fluid Fillers, Paint
Embossing Pans Fillers, Wood
Emery Boards  Film Cement
Emery Cloth    Films
Emery Powder  Filter Paper
Emery Wheel Dressers Filters, Small
Emery Wheels  Fingers, Rubber
Enamel        Fire Axes
Enameled Ware Fire Extinguisher Refills
Engineers’ Scales, Measure Fire Hooks
Engines, Integral Parts of Fire Shovels
Larger Units  Fire Tongs
Envelopes     Fitting, Lubrication
Epsom Salts   First Aid Kits
Eradicator, Ink Flags
Erasers, Hand  Flashlights
Essences      Flasks
Extracts      Flavorings
Eye Charts    Flaxseed
Eyelets       Flexible Cord Sets

Flexible Metal Hose
Flexible Metal Tubing
Floats, Hydrometer
Floats, Plumbing
Floor Oil
Floor Waxes
Flour
Flower Bulbs
Flowerpots
Flowers
Flue Cleaners
Fluorescent Lamps
Fluorescent Starters
Flushers, Drainpipe
Flush Valves
Flux
Flypaper
Fly Sprays
Folders
Food
Football Dummies, Tackling
Football Shoes
Football Uniforms, Replacement
Footballs
Forceps
Forks, Silverware
Forks, Spading
Forks, Tuning
Formaldehyde
Forms, Printed
Frames, Door
Frames, Mirror
Frames, Ophthalmic
Frames, Picture
Frames, Saw
Frames, Window
Friction Tape
Fruits
Fuels
Fumigants
Fumigators
Fungicides
Funnels
Furniture Polish
Fuses
Gages, Tire
Games
Garbage Cans
Garden Hose
Garden Tools
Garnets
Gas Mantles
Gases
Gaskets
Gasoline
Gasoline Dispensing Pumps, Hand Operated
Gauges, Tire
Gauze
Gears
Gelatin
Gelatin Pads
Generators, Integral Parts of Larger Units
Geographic Globes, Small Desk Type
Glass
Glass, Watch
Glass Cutters
Glass Wool
Glasses, Drinking
Glasses, Magnifying
Glasses, Ophthalmic
Glassware
Glaze
Glides
Globes, Electric Light
Globes, Geographic, Small Desk Type
Gloves, Rubber
Glue
Glycerin
Goggles
Graduated Measures
Graph Paper
Graphite
Grass Seed
Grass Shears, Hand Operated
Grates, Stove
Gravel
Grease
Grease Guns, Air, Gun Only
Grease Guns, Hand
Grinders, Hand Operated
Grinding Compounds
Grinding Wheels
Groceries
Guards, Arm
Guards, Lamp
Guards, Shin
Gummed Cloth
Gummed Figures
Gummed Labels
Gummed Seals
Gummed Tape
Gym Shoes
Gypsum

H

Hacksaws
Hair Clippers, Hand
Hairpins
Hammers, Ball Peen
Hammers, Light Forged
Hammers, Sledge
Hampers
Hand Bags
Hand Saws
Hand Stamps
Hand Tools, Not in Sets
Handballs
Handbooks
Handles
Hand Screws, Wood and Iron
Hangers, Clothing
Hangers, Hardware
Hardware
Hat Blocks
Hatchets
Headlights
Heating Pads
Hemp Fibre
Henna
Hinges
Hods, Coal
Hoes, Garden
Holders, Blotter
Holders, Change

Holders, Copy
Hooks
Horns, Motor Vehicles
Horseshoes
Hose, Apparel
Hose, Flexible Metal
Hose, Garden
Hose Clamps
Hose Nozzles
Hot Water Bottles
Hydrometer Floats
Hydrometers
Hygrometers
Hypodermic Needles
Hypodermic Syringes

Ice
Ice Bags
Ignition Coils
Incandescent Lamps, Bulbs
Index Cards
Index Labels
Index Tabs
Indian Clubs
Ink
Ink Drier
Ink Eradicator
Ink Pads
Inkwells and Parts
Inner Tubes, Auto
Insect Nets
Insect Screening
Insecticides
Insignias
Instruments, Dental, Small
Instruments, Drafting
Instruments, Drawing
Instruments, Medical, Small
Instruments, Surgical, Small
Insulators
Intelligence Tests
Interval Timers
Iodine
Iodoform
Iron Filings
Iron Gauze
Iron Sheet
Iron Wedges
Ironing Boards

J

Jackets, Book
Jacks, Mechanical
Jars
Joints, Plumbing

K

Kerosene
Kettles
Key Rings
Keys
Keyboards, Piano, Paper
Keyhole Saws
Kitchen Utensils
Kits, First Aid
Knee Pads
Knives

L

Labels
Laboratory Fittings, Plumbing
Laboratory Glassware
Laboratory Mounts
Laboratory Tools, Small Hand
Lacing Lacquers
Lactose
Ladles
Lagscrews
Lamp Bases
Lamp Bulbs
Lamps, Desk
Lamps, Drafting Table
Lantern Slides
Lanterns
Laths
Lawn Sprinklers, Movable
Lead
Lead Pencils

Lead, Red
Leather
Leather Brief Cases
Leather Working Tools, Hand
Ledgers
Lenses
Letter Baskets
Letter Files
Letter Openers
Letter Scales
Letterheads
Lettering Pens
Levels, Precision Machinists'
Levels, Small or Carpenters'
Light Bulbs
Light Globes
Lime
Line Markers, small
Linens
Liners, Staff, Music
Liners, Type
Lining, Brake
Lining, Cloth
Linoleum, Replacement
Linotype Metals
Linseed Oil
Liquid Bronzing
Liquid Polishes
Liquid Soaps
Litmus Paper
Loam
Locknuts
Locks, Small, Not Build-In
Looseleaf Notebooks
Lubricants
Lubricating Oil
Lubrication Fittings
Lugs, Soldering
Lumber

M

Machines, Dating, Small Hand
Machines, Numbering, Small Hand
Machines, Stamping, Small Hand
Magazine Covers
Magnets, Laboratory
Magnifying Glasses
Mail Boxes
Mallets
Manicuring Tools
Manila Files
Manila Folders
Manila Rope
Map Tracks
Maps
Markers, Line, Small
Matches
Matric, Type
Mats, Door and Bath
Mats, Gymnasium, Tumbling
Mattocks
Mattresses
Mauls
Meal
Meats
Mechanical Drawing Instruments
Mechanical Pencils
Medals
Medical Instruments, Small
Medicine Balls
Medicines
Megaphones
Memo Books
Mending Materials
Mesh, Steel Wire
Metal Polishes
Metal Working Tools, Small,
Hand Operated
Metals, Die Casting
Metals, Laboratory
Metals, Linotype
Meter Sticks
Micrometers, Not in Sets
Milk Cans
Mimeograph Paper
Mineral Wool
Minerals, Laboratory
Minute Books
Mirror Frames
Mirrors, Small
Modeling Clay
Modeling Tools
Molding, Metal
Mop Pails
Mop Wringers
Mops
Mortar
Moss
Motor Vehicle Parts
Motors, Integral Parts of
Larger Units
Mounting Boards
Mouse Traps
Mucilage
Music, Sheet
Muslin
Mustard
Nail Polishes
Nails
Napkins
Napkins, Sanitary
Neatsfoot Oil
Needles
Needles, Hypodermic
Negative Racks
Negative Tanks
Nets, Cloth
Newspapers
Nickel Polishes
Notebook Covers
Notebooks
Nozzles, Hose
Numbering Machines, Small Hand
Nuts
Oakum
Oars
Oil
Oil Cans
Oilcloth
Ointments
Oleomargarine
Openers, Letter
Ophthalmic Frames
Outlets, Electrical
Plugs, Drain
Plugs, Spark
Plumbing and Heating Valves
Plumbing Fixture Fittings and Trim
Plumbs
Plungers, Drain
Pockets, Book
Pointers
Points, Drill
Poles
Poles, Climbing
Polishes
Portfolios, Leather
Posters
Posts
Pot Cleaners
Pots
Pottery
Powders
Preservatives
Printed Materials
Printing Ink
Printing Materials
Printing Sets, Rubber
Printing Type
Prisms
Protractors
Pruners, Hand
Psychrometers
Pulleys
Pumice
Punches
Push Buttons
Putty
Quinine
Quivers, Arrow
Rackets, Badminton
Rackets, Tennis
Radio Tubes
Raffia
Rags
Rakes, Garden
Rasps
Rattan
Reamers
Receptacles
Record Books
Record Forms
Recording Tape and Wire
Records, Phonograph
Reeds
Reels, Hose
Reels, Motion Picture Film
Reflectors, Parabolic
Registers, Printed
Regulating Valves
Regulators, Voltage
Relief Maps
Repair Parts
Report Forms
Resistors
Respirators
Retorts, Glass Laboratory
Ribbons, Adding Machine
Ribbons, Addressing Machine
Ribbons, Cloth
Ribbons, Typewriter
Ringtoss, Game
Rings, Carrom
Rings, Key
Rivets
Rock, Crushed
Roller Bearings
Rollers, Ink
Roofing Materials
Rope
Rosin
Rotten Stone
Rouge
Rubber Goods
Rubbish Cans
Rugs, Scatter
Rulers
Rules, Shrink and Circumference
Safety Glass
Safety Pins
Salts
Sand
Sandpaper
Sandwich Boards
Sanitary Napkins
Sash, Combination Screen and Storm
Sash Cords
Sash, Screen
Sash, Storm
Saucers
Saw Blades
Saw Frames
Sawdust
Saws, Hand
Scales, Draftsmen's
Scales, Spring
Scalpels
Scissors
Scoop Shovels, Hand
Scouring Powders
Scrapers, Hand
Screen Doors
Screens, Window
Screw Extractors
Screw Eyes
Screw Hooks
Screwdrivers
Screws
Scrubbing Compounds
Scythes
Seasonings
Sedatives
Seed, Grass
Separators, Battery
Serums
Serving Trays
Shampoo
Sharpener, Pencil
Shears, Hand-Operated
Sheaves
Sheet Metal
Sheet Music
Sheeting
Shellac
Shelving Materials
Shingles
Shock Absorbers
Shoes and Boots
Shop coats
Shovels, Hand
Shower Fittings
Shrubs
Shuttlecocks
Siding, Sheet Metal
Sifters
Signs
Silk Screen Printing Apparatus,
Complete Units
Silver Polishes
Silverware
Sink Fittings
Skillets
Skis
Slats
Sledge Hammers
Slide Rules
Slides, Lantern
Slides, Microscope
Slides, Projector
Snaps Sneakers
Snips
Snow Shovels, Hand
Soap Dispensers
Soaps
Soccer Balls
Soccer Shoes
Sockets, Wrench
Socks, Pairs
Soda, Baking
Sodding
Softballs
Softeners, Water, Chemical
Soil
Soldering Coppers
Soldering Materials
Solvents
Spades
Spading Forks
Spark Plugs
Spatulas
Specimens, Laboratory
Spikes
Spirits
Splints
Spokes
Spokeshaves
Sponges
Spoons
Spotlights
Spray Mixtures
Sprayers, Hand
Spreads, Bed
Springs
Springs, Furniture
Sprinklers, Lawn, Movable
Sprockets
Squares
Squeegees
Staff Liners, Music
Stain Removers
Stains
Stakes
Stamp Pads
Stamping Machines, Small Hand
Stamps, Rubber
Stands, Calendar
Staplers, Small Hand
Staples
Starch
Starters, Electric
Stationery
Steam Packing
Steel Measuring Tapes
Steel, Sheet
Steel Wool
Stencil Correction Fluid
Stencils
Stenographers’ Notebooks
Sterile Gauze
Sticks, Composing
Sticks, Hockey
Stilts, Sport
Stock Records
Stockings
Stop Watches
Stoppers
Stops, Bench
Storage Batteries
Straight Edges
Strainers
Straws, Drinking
Stretcher
Strings
Stylus
Sunglass Frames
Sunglasses
Supporters, Athletic
SurfaceHardened Blocks
Surgical Instruments, Small
Surgical Powders
Swages
Switch Boxes
Switches, Electric
Synchronizers, Cameras
Syringes
Syrup
Table Protectors
Table Tennis Balls
Table Tennis Rackets
Tablecloths
Tables, Computing
Tablets, Medicinal
Tablets, Writing
Tabs, Index
Tack Hammers
Tacks
Talcum Powder
Tape
Tape Measures
Tape, Measuring
Taps
Tar Roofing and Siding
Targets, Archery
Team Uniforms
Television Tubes
Tennis Balls
Tennis Court Nets, Cord
Tennis Rackets
Tents, Shelter
Terminals Battery
Test Tube Brushes
Test Tube Racks
Test Tubes
Tests, Achievement
Theatrical Costumes
Thermometers
Thermostats
Thimbles
Thinners
Threads
Throat Applicators
Thumb Tacks
Tickets
Tile, Drain
Timers
Tin Cans
Tin Cutters
Tinware
Tire Chains
Tires and Tubes
Tissues, Cleansing
Toggle Bolts
Toilet Paper
Tokens
Tongs
Tongue Depressors
Tools, Hand, Not in Sets
Topsoil
Tow Bars
Towels
Toys
Tracing Cloth
Tracing Paper
Trammels
Transformers, Laboratory
Transmissions, Integral Parts
of Larger Units
Triangles, Drafting
Trimmers, Hedge, Hand
Trophies
Trowels
Tubes, Inner
Tubes, Radio
Tubes, Television
Tubing Materials
Tumblers, Glass
Tuning Forks
Turpentine
Tweezers
Twine

Type Cleaner
Type Liners
Type, Matrix
Type, Printing
Typewriter Brushes
Typewriter Covers
Typewriter Ribbons

U

Unguents
Uniforms, Athletic and Band - Replacement
Upholstering Materials
Urns, Flower
Utensils

V

Vacuum Bottles
Valve Parts
Valves
Vaporizers, Electric
Varnish Driers
Varnish Removers
Varnishes
Vases
Vaulting Poles
VCR Tapes - Instructional
Vegetables
Vines
Vises, Small Hand
Vision Charts
Volleyball Nets
Volleyballs

W

Wall Brushes
Wallboard
Wallpaper
Warranties (General Fund cost similar to insurance)
Washbasins
Washcloths
Washers, Rubber and Leather
Washing Powders
Washtubs  Wire
Waste, Machinists, etc.  Wood, Plastic
Wastebaskets  Wood Fillers
Watch Crystals  Wood Preservatives
Watches, Stop  Wood Stains
Water, Distilled  Wool
Water Color Brushes  Wool, Glass
Water Glasses  Wool, Steel
Water Softeners  Workbooks
Wax Crayons  Wrapping Paper
Waxes, Liquid  Wrenches, Not in Sets
Waxes, Paste  Writing Paper
Waxes, Sealing
Weighing Scales, Small Spring  Y
Weights
Welding Rods  Yard
Wheels, Automobile  Yard Brooms
Wheels, Emery  Yardsticks
Whetstones
Whiskbrooms  Z
Whistles
Window Glass  Zinc
Window Screens
Window Shades
Window Working Safety Belts
Wipers