

**LOS RIOS COMMUNITY COLLEGE DISTRICT**

PURCHASING: (916) 568-3071 AC .UNTING: (916) 568-3065

FAX: (916) 568-3145

*Py 2 212 lease*

**PURCHASE ORDER NO  
CHANGE ORDER**

**0001062530**

PLEASE SEE REVERSE SIDE FOR SPECIAL INSTRUCTIONS, TERMS AND CONDITIONS.

Date	Revision	Page
06/22/2011	1 - 07/22/2011	1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
724606 ANDREWS POONV	04ADMN	

**Vendor:** 0000013810  
US BANK  
OFFICE EQUIP FINANCE SERVICES  
PO BOX 790448  
ST. LOUIS MO 63179-0448

**Ship To:** EL DORADO CENTER  
RECEIVING  
6699 CAMPUS DRIVE  
PLACERVILLE CA 95667  
United States

**Bill To:** 1919 Spanos Court  
Sacramento CA 95825-3981  
United States

*DO NOT SEND TO VENDOR*

Tax Exempt? N

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
1- 1	SN: SHX11398/49702 LEASE AGREEMENT CANON IMAGERUNNER 7095 12 MOS @\$513.73 = \$6,164.76 7/1/11 - 6/30/12	1.00	EA	5,651.03	5,651.03	06/30/2012

TERMS OF LEASE : 60 MONTHS  
@\$513.73 PER MONTH X 60 MONTHS = \$30,823.8 INCLUDING TAX

12/5/07 - 6/30/08 7 MOS @\$513.73 = \$3,596.11 - COMPLETED (2007-2008 PO# 0001043258)  
7/1/08 - 6/30/09 12 MOS @\$513.73 = \$6,164.76 - COMPLETED (2008-2009 PO# 1046921A)  
7/1/09 - 6/30/10 12 MOS @\$513.73 = \$6,164.76 - COMPLETED (2009-2010 PO# 0001052497)  
7/1/10 - 6/30/11 12 MOS @\$513.73 = \$6,164.76 - COMPLETED (2010-2011 PO# 0001057347)  
7/1/11 - 6/30/12 12 MOS @\$513.73 = \$6,164.76 - CURRENT YEAR (2011-2012 PO# 0001062530)  
7/1/12 - 12/4/12 5 MOS @\$513.73 = \$2,568.65  
TOTAL COST = \$30,823.80

7/22/11 - VP  
LINE 1 - CHANGE UNIT PRICE TO \$5,651.03  
CHANGE OPEN PO TOTAL TO \$5,651.03 FOR REMAINING 11/MO @ \$513.73/MO AUGUST 2011 - JUNE 2012; AS 1ST /MO PAYMENT FOR JULY 2011 WAS PAID FROM PRE-PAID EXPENSE AND CHARGED DIRECTLY TO ACCOUNT STRING. FOR ACCOUNTING PURPOSES ONLY  
AS PER JOANY HARMAN'S EMAIL DATED 7/22/11

DO NOT SEND CHANGE ORDER TO VENDOR

Sub Total Amount	5,651.03
Sales Tax Amount	0.00
Total PO Amount	5,651.03

*DO NOT SEND TO VENDOR*

BU Acct Fd Org Prog Sub Proi Amount BYear

All shipments, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.

Authorized Signature

*[Signature]* 7/26/11

Notice to vendor: You are responsible for delivering goods and delivery documents to the Receiving Department at the site. Failure to do so will delay payment processing. Vendor is responsible for obtaining verification of delivery by authorized Receiving Room personnel. Receipt of goods by other parties and failure to obtain authorized signatures may also delay payment. NOTE: PAYMENT TERMS NET 30  
MATERIAL SAFETY DATA SHEETS (MSDS) must be provided with the delivery of product as required by law.

**LOS RIOS COMMUNITY COLLEGE DISTRICT**

PURCHASING: (916) 568-3071 ACOUNTING: (916) 568-3065  
 FAX: (916) 568-3145

**PURCHASE ORDER NO 0001062530**  
**CHANGE ORDER**

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Date	Revision	Page
06/22/2011	1 - 07/22/2011	2
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Reference:	Location / Dept	
724606 ANDREWS POONV	04ADMN	

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 United States

**Bill To:** 1919 Spanos Court  
 Sacramento CA 95825-3981  
 United States

Tax Exempt? N

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
GENFD 5601 11	PL.VA.ELDO 67900 00000 041A	5,651.03		2012		

Verification of this purchase order can be made using the Los Rios Community College District web site listed below.  
 If you have any questions, please contact the Purchasing Office at (916)568-3071.

<http://www.losrios.edu/purchasing/povalidation>

2011 JUN 27 10 28 AM  
 LOS RIOS COMMUNITY COLLEGE DISTRICT

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**Authorized Signature**

*QJB 7/26/11*

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## Change Order Request

PO # 0001062530

Request Date: 07/22/11

College/Dept: FLC

Vendor Name US BANK  
(one PO per request)

Vendor #0000013810

Change unit price on line 1 to \$5,651.03

DO NOT SEND CHANGE ORDER TO VENDOR

New PO Total = \$5,651.03

Comments to be added: Change open PO total to \$5,651.03 for remaining 11/MO @ \$513.73/MO August 2011 – June 2012; as 1<sup>st</sup>/MO payment for July 2011 was paid from Pre-Paid Expense and charged directly to account string.

OTHER: FOR ACCOUNTING PURPOSES ONLY

Completed should be forwarded via e-mail by an **authorized signer** to the **DO – Purchasing** mailbox.

*Once c/o copy arrives - file in*

*US BANK LEASE FILE FOLDER*

PLEASE SEE REVERSE SIDE FOR SPECIAL INSTRUCTIONS, TERMS AND CONDITIONS.

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Bill To: 1919 Spanos Court  
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TERMS OF LEASE : 60 MONTHS  
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 TOTAL COST = \$30,823.80


Sub Total Amount	6,164.76
Sales Tax Amount	0.00
Total PO Amount	6,164.76

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5601	11	PL.VA.ELDO	67900	00000	041A	6,164.76	2012

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<http://www.losrios.edu/purchasing/povalidation>

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Authorized Signature  
 6/23/11

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U.S. BANCORP EQUIPMENT FINANCE, INC.  
 1310 MADRID STREET SUITE 101  
 MARSHALL, MN 56258-4002



INVOICE NUMBER 179379227

DATE DUE  
**7/5/2011**

TOTAL DUE  
**\$135.08**

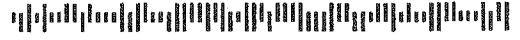
CHECK HERE IF ADDRESS CORRECTION IS NEEDED  
 COMPLETE INFORMATION ON REVERSE SIDE



000004281 1 MB 0.390 106481112698597 P  
**ACCOUNTS PAYABLE**  
**FOLSOM LAKE COLLEGE**  
 1919 SPANOS CT  
 SACRAMENTO, CA 95825-3905

**PLEASE REFERENCE INVOICE # ON YOUR CHECK**

PLEASE RETURN THIS PORTION WITH REMITTANCE PAYABLE TO:



U.S. BANCORP EQUIPMENT FINANCE, INC.  
 P.O. BOX 790448  
 ST LOUIS, MO 63179-0448

790448 179379227 000013508



U.S. BANCORP EQUIPMENT FINANCE, INC.  
 1310 MADRID STREET SUITE 101  
 MARSHALL, MN 56258-4002  
 507-532-7754  
 EFCUSTOMERSUPPORT@USBANK.COM

DATE OF INVOICE 6/7/2011  
 INVOICE NUMBER 179379227  
 Customer Credit Account Number 20467105

DATE DUE  
**7/5/2011**

TOTAL DUE  
**\$135.08**

PAGE 1 OF 1

FOR INVOICE INQUIRIES, PLEASE CONTACT US AT 507-532-7754

CONTRACT NUMBER	DATE	DESCRIPTION	AMOUNT
500-0137755-000	5/19/2011	<b>BALANCE FORWARD</b> UNAPPLIED CREDIT	- 378.65
500-0137755-000	7/5/2011	<b>CURRENT CHARGES DUE</b> REFERENCE # PO# 00010573  LOS RIOS COMMUNITY COLLEGE DIS 6699 CAMPUS DR PLACERVILLE, CA 95667  CANON IR 7095 COPIER SERIAL NUMBER SHX11398  BASE PAYMENT <b>1057347</b>	513.73

\*\*\* A LATE CHARGE WILL BE ASSESSED IF PAYMENT IS NOT RECEIVED BY DUE DATE \*\*\*

# Los Rios Community College District

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## Requisition

PUSH  
PO to AOPS  
4/23/11

Req. No. **724606**  
P.O. NO. **0001062530**  
*DUPLICATE*

Vendor Code	DATE <u>May 26, 2011</u>		
Approved	VENDOR <u>US BANK</u>		
Terms	ADDRESS <u>Office Equipment Finance Services</u> <u>PO BOX 790448</u>		
F.O.B.	CITY <u>St. Louis</u>	STATE <u>MO</u>	ZIP <u>63179-0448</u>
PHONE		FAX	

DELIVERY INSTRUCTIONS	
04EDCB	
Location Code	
El Dorado Center Administration	
College/District Location	Department
Division	Date Required

ITEM	DESCRIPTION <small>*Use additional paper if necessary and please reference requisition number. DO NOT USE A SECOND REQUISITION.</small>	ORDERED		AMOUNT	
		QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1	SN: SFX11398/49702 Lease Agreement	1	ea	6164.76	6164.76
2	CANON ImageRunner 7095.				
3	12 months @ \$513.73 = \$6,164.76.				
4	Located in RDC - Admin Dupl Rm, Bldg 2, (B-247)				
5	Comments:				
6	Lease Terms - 60 months @ \$513.73/mo. = \$30,823.80 tax included.				
7	12/05/07-06/30/08 7 mos @ \$513.73/mo. = \$3,596.11 completed (2007-08 PO #0001043258)				
8	07/01/08-06/30/09 12 mos @ \$513.73/mo. = \$6,164.76 completed (2008-09 PO #1046921A)				
9	07/01/09-06/30/10 12 mos @ \$513.73/mo. = \$6,164.76 completed (2009-10 PO #0001052497)				
10	07/01/10-06/30/11 12 mos @ \$513.73/mo. = \$6,164.76 completed (2010-11 PO #0001057347)				
11	07/01/11-06/30/12 12 mos @ \$513.73/mo. = \$6,164.76 completed (2011-12 this PO)				
12	07/01/12-12/04/12 3 mos @ \$513.73/mo. = \$2,568.65				
13					

Purchases Charged to Categorical Programs, Grants or Special Projects		Sales Tax	INCLUDED
This purchase is in compliance with the requirements of _____		<b>Total</b>	6,164.76
Program Name _____ For grants/special projects _____ Program Director/Coordinator Signature _____ Project/Grant Number _____			
Program Goal/Objective Number/Explanation _____			

I hereby certify the items/services listed above are to be obtained in accordance with District Regulation 8323, Section 4, Conflict of Interest, and all other applicable district, state, and federal policies, rules, regulations and laws.

Adrienne Andrews 05/26/11

REQUESTED BY: [Signature] TYPED/PRINT DATE

REQUESTED BY: [Signature] SIGNATURE DATE 5/21/11

AUTHORIZED: [Signature] DEAN OR AUTHORIZED SIGNATURE DATE 6/17/11

APPROVED: [Signature] VICE PRESIDENT, ADMINISTRATION DATE

GENPD / 5601 / 11 / FL.VA.R.D.D.O			
Bus. Unit	Account *	Fund	Org
07900	00000	2011	041A
			\$ 6,164.76
Program	Sub-Class	BY	Proj/Gmt Amount
/	/	/	/
Bus. Unit	Account *	Fund	Org
/	/	/	/
			\$
Program	Sub-Class	BY	Proj/Gmt Amount
/	/	/	/
* Asset Location For equipment purchases over \$200 (Accounts 6490, 6495 and computers) complete the area below indicating the final location where equipment will be housed.			
Location Code		Dept.	
Building		Room No.	

**Instructions on Reverse**

11/26/19  
6/25/11  
EM  
48 PO