

Change Order Request

*Submitted
12/4/13*

PO # 0001070510

Request Date: 12/4/13

College/Dept: FLC

Vendor Name US BANK FOR ACSM
(one PO per request)

Vendor #0000024305

- Cancel Purchase Order (a purchase order can only be cancelled if there is no receiver or voucher against it)
- Close remaining balance on PO.
- DO NOT SEND CHANGE ORDER TO VENDOR

New PO Total = \$0.00

Comments to be added: PO NOT FULFILLED BY VENDOR_ CANCELLATION REQUESTED
BY D.O PURCHASING

OTHER:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASING: (916) 568-3071 ACCOUNTING: (916) 568-3065

FAX: (916) 568-3145

SBTC / LIBR

PURCHASE ORDER NO

0001070510

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

ACSM

Vendor: 0000024305
US BANK
P. O. BOX 6343
FARGO ND 58125-6343

Phone: (800) 344-5696

email:

DO NOT SEND TO VENDOR

RUSH

Date	Revision	Page
03/01/2013		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
752783 CLARK POONV	04ASPH23	

Ship To: FOLSOM LAKE COLLEGE
RECEIVING
10 COLLEGE PARKWAY
FOLSOM CA 95630
United States

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

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
1- 1	101 TIPS FOR EFFECTIVE SOCIAL MEDIA MARKETING IN HEALTH/FITNESS CLUBS	1.00	EA	19.95	19.95	03/07/2013
2- 1	ACSM'S CAREER AND BUSINESS GUIDE FOR THE FITNESS PROFESSIONAL	1.00	EA	38.95	38.95	03/07/2013
3- 1	THE DOLLARS AND SENSE OF SELLING EXERCISE: PROMOTING PERSONAL TRAINING WITH INTEGRITY	1.00	EA	19.95	19.95	03/07/2013
4- 1	101 WAYS TO IMPROVE YOUR PERSONAL TRAINING BUSINESS	1.00	EA	19.95	19.95	03/07/2013
5- 1	ACTING LIKE AN ANIMAL: PLAYFUL STRENGTHENING AND STRETCHING ACTIVITIES FOR KID PEOPLE	1.00	EA	19.95	19.95	03/07/2013
6- 1	INSIGHTS ON EXERCISE: A GUIDE TO IMPROVING YOUR HEALTH THROUGH FITNESS	1.00	EA	21.95	21.95	03/07/2013
7- 1	FUNCTIONAL EXERCISE PROGRESSIONS	1.00	EA	29.95	29.95	03/07/2013
8- 1	INSIGHTS ON NUTRITION & WEIGHT LOSS: A GUIDE TO LOSING WEIGHT AND KEEPING IT OFF	1.00	EA	21.95	21.95	03/07/2013
9- 1	AGING FITFULLY: PRESERVING FUNCTIONAL FITNESS REGARDLESS OF AGE OR LIMITATION	1.00	EA	19.95	19.95	03/07/2013
10- 1	SHIPPING AND HANDLING	1.00	EA	19.49	19.49	03/07/2013

ONLINE ORDER BY CREDIT CARD PREPAY

ORDER CONFIRMATION FOR ORDER # 4735 DATED 3/1/13

DO NOT SEND TO VENDOR

AMERICAN COLLEGE OF SPORTS MEDICINE
401 WEST MICHIGAN STREET,
INDIANAPOLIS, IN 46202-3233

DO NOT SEND PURCHASE ORDER TO VENDOR

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
 03/01/13

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.