

FOLSOM LAKE COLLEGE

100 SCHOLAR WAY • FOLSOM, CA 95630
TELEPHONE (916) 608-6549

CHECK NO. **FL-00809**

VENDOR NO. **0000003279**

THIS CHECK NOT TO EXCEED \$250.00

DATE **May 09, 2013**

LOCATION **09**

TO **COSTCO**

5/30/13 to ADPS

Pr. 94-675749 6/21/13

\$ 250

REQUISITIONED BY

GENFD	4500	12	FL.VS.OFFC	67100	00000	2013	696A	
BUS UNIT	ACCOUNT	FUND	DEPARTMENT (ORG)	PROGRAM	CLASS	BY	PROJECT/GRANT	AMOUNT

BUS UNIT	ACCOUNT	FUND	DEPARTMENT (ORG)	PROGRAM	CLASS	BY	PROJECT/GRANT	AMOUNT

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EST. TOTAL AMOUNT
		FOOD AND SUPPLIES FOR: Celebration of Excellence Event May 10, 2013		
		RECEIVED BY: <i>[Signature]</i>		
		DATE: <i>5/10/13</i>		

FOLSOM LAKE COLLEGE REVOLVING FUND ACCOUNT 100 Scholar Way • Folsom, CA 95630	BANK OF AMERICA GOVERNMENT BANKING	CHECK No. FL-00809
Folsom Lake College will pay to the order of:	DATE: May 09, 2013	11-35 1210
***** COSTCO *****		\$ 250
<i>Two hundred fifty</i>		DOLLARS
COPY NOT NEGOTIABLE		
ADMINISTRATIVE SERVICES		

Los Rios Community College District

Requisition

Page 1 of 1

Req. No. 758437

P.O. NO. _____

Vendor Code _____ DATE 5/9/13

Approved _____ VENDOR Costco

Terms _____ ADDRESS _____

F.O.B. _____ CITY _____ STATE _____ ZIP _____

PHONE _____ FAX _____

DELIVERY INSTRUCTIONS

Location Code _____

College/District Location _____ Department _____

Division _____ Date Required _____

ITEM	DESCRIPTION	ORDERED		AMOUNT	
		QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
	*Use additional paper if necessary and please reference requisition number. DO NOT USE A SECOND REQUISITION.				
1	Food & supplies for	1	LOT	192.81	192.81
2	Celebration of Excellence				
3	May 10, 13				
4					
5	Not to Exceed \$250 ⁰⁰				
6					
7					
8	REVL CK # FL00 809				
9	In store items for immediate pickup				
10	Separate Receipt Required				
11					
12					
13					

Purchases Charged to Categorical Programs, Grants or Special Projects

This purchase is in compliance with the requirements of Celebration of Excellence mini grant

Sales Tax 7.42

Program Name _____ For grants/special projects _____

Program Director/Coordinator Signature _____ Project/Grant Number _____

Total 200.23

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.

Yvonne Price 5/9/13

REQUESTED BY: _____ TYPED/PRINT _____ DATE _____

[Signature] 5/9/13

REQUESTED BY: _____ SIGNATURE _____ DATE _____

[Signature] 5/9/13

AUTHORIZED: _____ DEAN OR AUTHORIZED SIGNATURE _____ DATE _____

[Signature] 5/9/13

APPROVED: _____ VICE PRESIDENT, ADMINISTRATION _____ DATE _____

Genfd/4500 / 12 / FL.VS. OTTC

Bus. Unit Account* Fund Org

67100 / 00000 / 2053 / 696A \$ 200.23

Program Sub-Class BY Proj/Grnt Amount

Bus. Unit Account* Fund Org

Program Sub-Class BY Proj/Grnt 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

May 10, 2013

Letter of Explanation

To Whom It May Concern:

In my effort to assist in getting the funds to Yvonne so she could pick up the items from Costco for the event tonight, Celebration of Excellence, I forgot to inform her that she needed a receipt per checks. One check should have been used to purchase the in store items which cost \$200.23 and the other was to be used for pre-paid cakes which cost \$107.94.


Angela Williams


Yvonne Price

TO AOPS:

Total Combined Purchases

① PER 758445	\$ 107.94
② PER 758437	\$ 200.23
	<hr/>
	\$ 308.17

Pre-Pay - CAKES
Other Food/Supplies
(Point of Sale)

① Check # FLO0808 should have been written for:
\$107.94 w/ separate receipt. Pre-Pay for cakes
to be Will Called later in day.

(CK - was actually written for \$ 58.17)

② Check # FLO0809 should have been written for:
\$200.23 w/ separate receipt - for items
not pre-paid (plu'd at time of purchase)

(CK - was actually written for \$ 250.-)

B. Laney
FLCP/BSO.

FOLSOM, CA #765

1800 CAVITT COURT
FOLSOM, CA 95630
LW Q ET 90-102244
MEMBER #322718172020

**** NOTHING ON First Bottom of Basket

E	998876	70PK WATER	6.99
E	47000000000	CA REDEMP VA	3.50
E	998876	70PK WATER	6.99
E	47000000000	CA REDEMP VA	3.50
E	998876	70PK WATER	6.99
E	47000000000	CA REDEMP VA	3.50
E	998876	70PK WATER	6.99
E	47000000000	CA REDEMP VA	3.50
	974319	HOT CUP 8 OZ	9.99
	974319	HOT CUP 8 OZ	9.99
	974319	HOT CUP 8 OZ	9.99
	128163	DIXIE 6 7/8"	11.49
	210000078364	CPN/DIXIE	2.00-
	334633	LANGER OJ	9.99
	334633	LANGER OJ	9.99
	33151	KS CRAN JUIC	6.49
	49700000000	CA REDEMP VA	.20
	27380	CRANRSP JUIC	6.69
	27380	CRANRSP JUIC	6.69
	46721	GRAPE JUICE	7.69
	33151	KS CRAN JUIC	6.49
	49700000000	CA REDEMP VA	.20
	46721	GRAPE JUICE	7.69
	453879	9.5X9.5 NAPK	7.79
	127509	SOLO FORKS	10.49
	128163	DIXIE 6 7/8"	11.49
	210000078364	CPN/DIXIE	2.00-
	805737	7UP 36 PACK	8.95
	46500000000	CA REDEMP VA	1.80
	805737	7UP 36 PACK	8.95
	46500000000	CA REDEMP VA	1.80
	39591	SPECIAL WHIT	17.99
	39591	SPECIAL WHIT	17.99
	39591	SPECIAL WHIT	17.99
	39595	SPECIAL CHOC	17.99
	39595	SPECIAL CHOC	17.99
	39595	SPECIAL CHOC	17.99

REQ # 758437
+ 2/TAX
\$200.23

REQ # 758445
CAKES ONLY
\$107.94

	SUBTOTAL	300.75
A	8.0% TAX	7.42
	TOTAL	308.17
VF	Check/Member Writn	250.00

Coming back for
cakes re

Should have been
2 separate receipts
w/ correct check amounts
See Letter of Explanation

VF	Check/Member Writn	58.17
	CHANGE	.00
	COUPONS TENDERED	4.00

TOTAL NUMBER OF ITEMS SOLD = 27
CASHIER: MELANNIE REG# 14
#74072018 11:47 0765 14 0063 880

CA TAXES PAID ON ANY TOBACCO PURCHASES
THANK YOU!
PLEASE COME AGAIN!