



FLC BUSINESS SERVICES **LIMITED PURCHASE ORDER**

(Not to Exceed \$200.00)

VID: 25322

VENDOR NAME AND ADDRESS: <u>Andrea Roberto</u> <u>5935 Jerome Way</u> <u>Apt A</u> <u>Sacramento, CA 95819</u>	DELIVERY INSTRUCTIONS: <input type="checkbox"/> Deliver to Address Below (Check one) <input checked="" type="checkbox"/> Will Call <u>Please call the DSPS office</u> <u>ext - 6611 when ready to</u> <u>be picked up.</u>
----------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	Request for					
2	reimbursement for					
3	supplies.					
4						
5	Office Depot, plastic					14.99
6	file box.					16.19
7	FLC Bookstore (batteries)					1.01
8						1.49
9						
10						
<u>Subtotal</u>						<u>16.48</u>

Purchases Charged to Categorical Programs, Grants or Special Projects
This purchased is in compliance with the requirements of:

DSPS
Program Name

J.E. McPherson
Program Director/Coord. Signature

428A
Project/Grant Number

Services to students with Disabilities
Program Goal/Objective Number/Explanation

SUB-TOTAL	<u>17.89</u>
SALES TAX	<u>#133</u>
TOTAL (Not to Exceed \$200.00)	<u>17.80</u>

VENDOR: Reference P.O. number on all invoices and packing slips. Total invoice may not exceed \$200.00 including tax and shipping costs. Mail invoices in duplicate to: Los Rios Community College District, Accounting Department, 1919 Spanos Court, Sacramento, CA 95825.

I/WE 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.

TIM McHARGUE 2-10-14
REQUESTED BY: TYPED/PRINT DATE

J.E. McPherson 2-10-14
REQUESTED BY: SIGNATURE DATE

Mulan Dixon 2/11/14
APPROVED: DEAN OR OTHER AUTHORIZED SIGNATURE DATE

William Kuklin 2/11/14
APPROVED: VICE PRESIDENT, ADMINISTRATION DATE

Received by	Date
<u>Genel 4500 / 12</u>	<u>FL.US. DSPS</u>
Bus. Unit Account Fund Org	
<u>64200 00000 0014 428A</u>	<u>\$ 17.80</u>
Program Sub-Class BY Proj/Grnt	Amount
Bus. Unit Account Fund Org	
Program Sub-Class BY Proj/Grnt	Amount

Andrea paid for
office box.

OFFICE DEPOT STORE# 2292
6450 Folsom Boulevard
Sacramento, CA 95819
(916) 737-0102

12/10/2013 13.4.7 6:36 PM
STR 2292-REG1 TRN 4297 EMP 644328

SALE

Product ID	Description	Total
656096	FLE BX,ORG,BLU	14.99 SS

Subtotal:	14.99
Sales Tax:	1.20
Total:	16.19
Debit Card 7504:	16.19

Shop online at www.officedepot.com

WE WANT TO HEAR FROM YOU!

Participate in our online customer survey and receive a coupon for \$10 off your next qualifying purchase of \$50 or more on office supplies, furniture and more. (Excludes Technology. Limit 1 coupon per household/business.)

Visit www.officedepot.com/feedback and enter the survey code below.

Survey Code:

J3SB-NT6K-Q6SJ



2TTT9PAPMR35B4XBB

For batteries
Andrea bought
for mouse in
Tim's office.



FALCONS
FOLSOM LAKE COLLEGE
FLC BOOKSTORE
10 COLLEGE PARKWAY
FOLSOM, CA 95630
916-608-6565

STORE:00001 REG:101 TRAN#:4072
CASHIER:MELONY F

ELECTRONICS	
471	T
(1 @ 1.49)	1.49
Subtotal	1.49
T1 Sales Tax (08.000%)	0.12
TOTAL	1.61
CASH	2.01
CASH CHANGE	0.40-

Service Convenience Courtesy

THANK YOU FOR SHOPPING AT YOUR
FLC BOOKSTORE
ORIGINAL RECEIPT REQUIRED
FOR ALL REFUNDS
SEE ATTACHED REFUND POLICY

V202.57

11/21/2013 09:28AM



CUSTOMER COPY