



LOS RIOS COMMUNITY COLLEGE DISTRICT
1919 Spanos Court • Sacramento, CA 95825-3981

P.O. No. F 2754

FLG BUSINESS SERVICES

LIMITED PURCHASE ORDER

Date 4/9/2014

2014 APR 28 A 11:18

(Not to Exceed \$200.00)

VENDOR NAME AND ADDRESS: <p style="font-size: 24pt; text-align: center;"><i>LAURA KELLY</i></p>	DELIVERY INSTRUCTIONS: <input type="checkbox"/> Deliver to Address Below (Check one) <input checked="" type="checkbox"/> Will Call
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ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	<i>BLACK FOAM BOARD</i>	<i>25</i>			<i>1.00</i>	<i>25.00</i>
2						
3	<i>SALES RECEIPT</i>					
4	<i>ATTACHED</i>					
5						
6						
7						
8						
9						
10						

Purchases Charged to Categorical Programs, Grants or Special Projects This purchased is in compliance with the requirements of: Program Name _____ For grants/special projects _____ Program Director/Coord. Signature _____ Project/Grant Number _____ Program Goal/Objective Number/Explanation _____	SUB-TOTAL	<i>25.00</i>
	SALES TAX	<i>2.00</i>
	TOTAL (Not to Exceed \$200.00)	<i>27.00</i>

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.

Laura Kelly 3/25/14

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.

Received by _____ Date _____

LAURA KELLY 4/9/2014 GENFD / 4500 / 11 / FL VA-PRNT

REQUESTED BY: TYPED/PRINT DATE Bus. Unit Account Fund Org
Laura Kelly 4/9/2014 60100 00000 2014 041A \$ 27.00

REQUESTED BY: SIGNATURE DATE Program Sub-Class BY Proj/Grnt Amount
[Signature] 4/16/14

APPROVED: DEAN OR OTHER AUTHORIZED SIGNATURE DATE Bus. Unit Account Fund Org
[Signature] 4/30/14

APPROVED: VICE PRESIDENT, ADMINISTRATION DATE Program Sub-Class BY Proj/Grnt Amount
[Signature] 4/30/14

