



FILE BUSINESS SERVICES

LIMITED PURCHASE ORDER

(Not to Exceed \$200.00)

2015 JAN 14 P 12:23

VENDOR NAME AND ADDRESS: Mitsubishi Electric Visual Solutions America, INC. 9351 Jeronimo RD Irvine, CA 92618-1904 949-465-6268 FAX: 949-609-4999	DELIVERY INSTRUCTIONS: <input type="checkbox"/> Deliver to Address Below (Check one) <input type="checkbox"/> Will Call Folsom Lake College Media Services 10 College Parkway Folsom, CA 95630 916-608-6610 David Hindi
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ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	Maintenance + Repair of College	1	EA		5.00	5.00
2	owned projectors under					
3	manufacturers warranty					
4						
5	Authorized Personnel					
6	David Hindi					
7	Michelle Coykendall					
8	Sarah Hill					
9	Gary Hartley					
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	5.00
	SALES TAX	0
	TOTAL (Not to Exceed \$200.00)	5.00

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.

REQUESTED BY: <u>Michelle Coykendall</u> TYPED/PRINT	DATE: <u>1/12/2015</u>	Bus. Unit: <u>GENED</u> / Account: <u>5600</u> / Fund: <u>11</u> / Org: <u>FL.VI. AVSV</u>	Received by: _____ Date: _____
REQUESTED BY: <u>[Signature]</u> SIGNATURE	DATE: <u>1/12/2015</u>	Program: <u>61900</u> / Sub-Class: <u>00000</u> / BY: <u>2015</u> / Proj/Grnt: <u>041A</u> / Amount: <u>\$</u>	
APPROVED: <u>[Signature]</u> DEAN OR OTHER AUTHORIZED SIGNATURE	DATE: <u>1/13/15</u>	Bus. Unit: <u>/</u> / Account: <u>/</u> / Fund: <u>/</u> / Org: <u>/</u>	
APPROVED: <u>[Signature]</u> VICE PRESIDENT, ADMINISTRATION	DATE: <u>1/14/15</u>	Program: <u>/</u> / Sub-Class: <u>/</u> / BY: <u>/</u> / Proj/Grnt: <u>/</u> / Amount: <u>\$</u>	