

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASING: (916) 568-3071 • FAX: (916) 568-3145
 ACCOUNTING OPS: (916) 568-3065 • FAX: (916) 286-3636

**PURCHASE ORDER NO B116310
 CHANGE ORDER**

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Date 07/01/2015	Revision 1 - 06/17/2016	Page 1
Payment Terms NET 30	Freight Terms Shipping Point	Ship Via Best Metho
Reference: 1006873 LEWISJ GALLARZOC		Location / Dept 04CYPH129 IT

Supplier: 0000021511
 ENCOMPASS
 DBA LASER RECHARGE INC
 9935 HORN RD, SUITE A
 SACRAMENTO CA 95827

Phone: (916) 737-6360
Fax: (916) 737-3100

email:

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

Tax Exempt? N

Line-Sch	Item/Description	Quantity UOM	PO Price	Extended Amt	Due Date
1- 1	BLANKET PURCHASE ORDER FOR COLLEGE WIDE TONERS AND PRINTER REPAIR TOTAL LASER CARE AGREEMENT AT NO EXTRA CHARGE. 7/1/2015 - 6/30/2016.	1.00EA	6,500.00	6,500.00	05/01/2016

Authorized Personnel:
 Jeff Lewis
 Kirk Sosa
 Gennadiy Marusich
 Darren Takemoto
 John Zschokke
 Jim Cosentino
 Kim Small
 Laura Atkinson

PY BPO B115321.

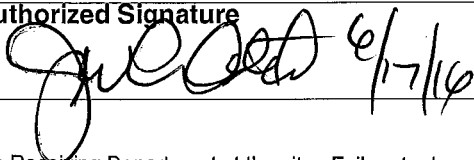
6/17/16 PER J.HARMAN INCREASE BLANKET PURCHASE ORDER BY \$500.00 FOR A NEW PO TOTAL OF \$6,500.00 - NTS

Sub Total Amount	6,500.00
Sales Tax Amount	0.00
Total PO Amount	6,500.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	4500	11	FL.VA.ITSV	67800	00000	041A	6,500.00	2016

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



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.

Purchase Order / Change Order Request
(One PO per Request)

PO # B116310 Request Date: 6/16/16 College/Dept.: FLC/ITSV
Vendor Name ENCOMPASS

Increase Blanket Purchase Order Line# 1 by \$500.00 TO \$6,500

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PURCHASE ORDER NO B116310

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Date	Revision	Page
07/01/2015		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1006873 LEWISJ GALLARZOC	04CYPH129	

Vendor: 0000021511
 ENCOMPASS
 DBA LASER RECHARGE INC
 9935 HORN RD, SUITE A
 SACRAMENTO CA 95827

Phone: (916) 737-6360
Fax: (916) 737-3100

email:

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

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

Tax Exempt? N

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
1- 1	BLANKET PURCHASE ORDER FOR COLLEGE WIDE TONERS AND PRINTER REPAIR TOTAL LASER CARE AGREEMENT AT NO EXTRA CHARGE. 7/1/2015 - 6/30/2016.	1.00	EA	6,000.00	6,000.00	05/01/2016

Authorized Personnel:
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 Kim Small
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PY BPO B115321.

Sub Total Amount	6,000.00
Sales Tax Amount	0.00
Total PO Amount	6,000.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	4500	11	FL.VA.ITSV	67800	00000	041A	6,000.00	2016

0001006873KIRKLINK10-JUN-2015

Verification of this purchase order can be made using the Los Rios Community College District web site listed below. If you have any questions, please contact the Purchasing Office at (916) 568-3071.

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


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Requisition

Vendor: ENCOMPASS
 DBA LASER RECHARGE INC
 9935 HORN RD, SUITE A
 SACRAMENTO CA 95827
 United States

Ship To: RECEIVING
 10 COLLEGE PARKWAY
 FOLSOM CA 95630-6798

Business Unit: GENFD		OPEN
Req ID:	Date	Page
0001006873	07/01/2015	1
Requester		Bldg#
Jeff Lewis		IT
Requester Signature		
Buyer: Christina Gallarzo		
Approved: <i>WLG 6/10/15</i>		

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	BLANKET PURCHASE ORDER FOR COLLEGE WIDE TONERS AND PRINTER REPAIR TOTAL LASER CARE AGREEMENT AT NO EXTRA CHARGE. 7/1/2015 - 6/30/2016.	1	EA	6,000.00	6,000.00	07/01/2015

Total Requisition Amount: 6,000.00

NOTE TO PURCHASING:
 Assign B116___PO#
 No Tax
 Amount Only

Authorized Personnel:
 Jeff Lewis
 Kirk Sosa
 Gennadiy Marusich
 Darren Takemoto
 John Zschokke
 Jim Cosentino
 Kim Small
 Laura Atkinson

PY BPO B115321.

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>
GENFD	4500	11	FL.VA.ITSV	67800	00000	041A	6,000.00

*✓ Approved
 Logged 6/11*

Approval Signature	Approval Signature	Approval Signature
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