

# 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 B116319**

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

<b>Date</b> 07/01/2015	<b>Revision</b>	<b>Page</b> 1
<b>Payment Terms</b> NET 30	<b>Freight Terms</b> Shipping Point	<b>Ship Via</b> Best Metho
<b>Reference:</b> 1006889 HARTLEYG GALLARZOC	<b>Location / Dept</b> 04CYPH112	

**Vendor:** 0000001941  
 FLINN SCIENTIFIC INC  
 PO BOX 219  
 BATAVIA IL 60510

**Phone:** (800) 452-1261  
**Fax:** (866) 452-1436

**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 LIFE SCIENCES (BIOLOGY) LAB SUPPLIES FOR FOLSOM LAKE COLLEGE 7/1/15 - 5/31/16	1.00	EA	1,000.00	1,000.00	05/01/2016

AUTHORIZED PERSONNEL:  
 GARY HARTLEY  
 LINDA SANTORO  
 LINDA MEROUX

PY BPO B115326

Sub Total Amount	1,000.00
Sales Tax Amount	0.00
Total PO Amount	1,000.00

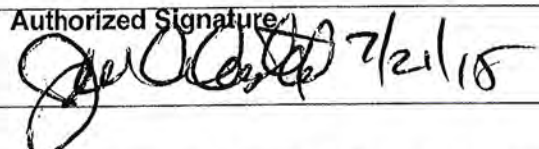
BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	4300	12	FL.VI.AR03	04000	00000	700P	1,000.00	2016

0001006889KIRKLINK10-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.

<http://www.losrios.edu/purchasing/povalidation>

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  
  
 7/21/15

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.

# Requisition

**Vendor:** FLINN SCIENTIFIC INC  
 PO BOX 219  
 BATAVIA IL 60510  
 United States

**Ship To:** RECEIVING  
 10 COLLEGE PARKWAY  
 FOLSOM CA 95630

<b>Business Unit:</b> GENFD OPEN	
Req ID: 0001006889	Date: 07/01/2015
Requester: Gary Hartley	Bldg#: MSE
Requester Signature	
Buyer: Christina Gallarzo	
Approved: <i>KK 6/10/15</i>	

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	BLANKET PURCHASE ORDER FOR LIFE SCIENCES (BIOLOGY) LAB SUPPLIES FOR FOLSOM LAKE COLLEGE 7/1/15 & 5/31/16	1	EA	1,000.00	1,000.00	07/01/2015

Total Requisition Amount: 1,000.00

NOTE TO PURCHASING:  
 ASSIGN B116\_\_PO#  
 NO TAX  
 AMOUNT ONLY

AUTHORIZED PERSONNEL:  
 GARY HARTLEY  
 LINDA SANTORO  
 LINDA MEROUX

PY BPO B115326

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	4300	12	FL.VI.AR03	04000	00000	700P	1,000.00

*Approved  
 Logged 6/11*

<b>Purchases Charged to Catagorical Programs, Grants or Special Project.</b>	
This purchase is in compliance with the requirement of <u>Lattery</u>	
For grants/special projects <u>700P</u>	
<u>Eligible Instructional Supply</u>	
Name: <u><i>[Signature]</i></u>	

Approval Signature	Approval Signature	Approval Signature
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# Los Rios Community College District

## Requisition

FY 2016

Page 1 of 1

ONL REQ

Req. No. 815769

P.O. No. \_\_\_\_\_

Vendor Code 1941

Approved by / Date \_\_\_\_\_

Reviewed by / Date \_\_\_\_\_

Dispatched Method / Date \_\_\_\_\_

DATE 5-12-15 VENDOR Flinn Scientific, Inc.

ADDRESS PO Box 219

CITY Batavia STATE IL ZIP 60510

E-MAIL flinn@flinnsci.com

PHONE 1-800-452-1261 FAX 1-866-452-1436

DELIVERY INSTRUCTIONS

04 CYPH-112  
Building Name

FLC Science  
College/District Location Department

Life Sciences 7-1-15  
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	Blanket Purchase Order for Life Sciences (Biology) Lab Supplies  For Folsom Lake College From 7-1-15 to 5-31-16  For Authorized Personnel: Gary Hartley Linda Santoro Linda Meroux				
2					
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2015 JUN -9 A 11:35  
FILE BUSINESS SERVICES

**Purchases Charged to Categorical Programs, Grants or Special Projects**

This purchase is in compliance with the requirements of \_\_\_\_\_  
Program Name Lottery

For grants/special projects \_\_\_\_\_  
Project/Grant Number \_\_\_\_\_

Program Director/Coordinator Signature \_\_\_\_\_

Program Goal/Objective Number/Explanation Eligible Instructional Supplies

Tax \_\_\_\_\_

Total 1,000

I hereby certify the items/services listed above are to be obtained in accordance with District Policy, Conflict of Interest Code, P-8611 and all other applicable district, state, and federal policies, rules, regulations and laws.

REQUESTED BY: Linda Meroux TYPED/PRINT 5-12-15 DATE

REQUESTED BY: [Signature] SIGNATURE 5-12-15 DATE

AUTHORIZED: [Signature] DEAN OR AUTHORIZED SIGNATURE 5/28/15 DATE

Gen Fd / 4300 / 12 / FL, VI, ARO3

Bus. Unit	Account	*Fund	Org	Amount
<u>04000</u>	<u>10000</u>	<u>12016</u>	<u>1700P</u>	<u>1,000</u>
Program	Sub-Class	BY	Proj/Grnt	Amount
Bus. Unit	Account	*Fund	Org	\$
Program	Sub-Class	BY	Proj/Grnt	Amount

APPROVED: \_\_\_\_\_ VICE PRESIDENT, ADMINISTRATION DATE \_\_\_\_\_

Instructions on Reverse

**\*Asset Location** - For equipment purchases over \$200 (Accounts 6480, 6490, 6491, 6493, 6495, and computers) complete the area below indicating the final location where equipment will be housed.  
 Location Code \_\_\_\_\_ Dept. \_\_\_\_\_  
 Building \_\_\_\_\_ Room No. \_\_\_\_\_