



LIMITED PURCHASE ORDER

(Not to Exceed \$200.00)

VENDOR NAME AND ADDRESS: Quality Business Machines 3732 Auburn Blvd Sacramento, CA 95821	DELIVERY INSTRUCTIONS: <input type="checkbox"/> Deliver to Address Below (Check one) <input 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	Phone Support, Invoice S53979					30.00
2						
3						
4						
5						
6						
7						
8						
9						
10						

Purchases Charged to Categorical Programs, Grants or Special Projects This purchased is in compliance with the requirements of:	SUB-TOTAL	SALES TAX	TOTAL (Not to Exceed \$200.00)
Program Name _____ For grants/special projects _____ Program Director/Coord. Signature _____ Project/Grant Number _____ Program Goal/Objective Number/Explanation _____			30.00

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.	Received by _____ Date _____
REQUESTED BY: <u>Wende Vander Werf</u> TYPED/PRINT DATE <u>9/30/15</u>	Bus. Unit <u>GenPd/5600</u> Account <u>11</u> Fund <u>PL</u> Org <u>VA OFFC</u>
REQUESTED BY: <u>Wg Vander Weij</u> SIGNATURE DATE <u>9/30/15</u>	Program <u>69400</u> Sub-Class <u>00000</u> BY <u>2016</u> Proj/Grnt <u>041A</u> Amount <u>\$ 30⁰⁰</u>
APPROVED: _____ DEAN OR OTHER AUTHORIZED SIGNATURE DATE <u>9/30/15</u>	Bus. Unit _____ Account _____ Fund _____ Org _____
APPROVED: <u>Kathleen Fubler</u> VICE PRESIDENT, ADMINISTRATION DATE _____	Program _____ Sub-Class _____ BY _____ Proj/Grnt _____ Amount \$ _____

Quality Business Machines L.L.C.

3732 Auburn Blvd.
 Sacramento, Ca. 95821
 Phone: (916)488-8888 Fax: (916)484-6010

Invoice

DATE	INVOICE #
9/16/2015	S53979

BILL TO
Los Rios Community 1919 Spanos Court Sacramento, CA 95825 Re: Folsom College

SHIP TO
Folsom Lake College 100 Scholar Way Folsom, CA 95630

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.	PROJECT
FRANK	Net 10	CKJ	9/16/2015	NONE		
QUANTITY	ITEM CODE	DESCRIPTION			PRICE EACH	AMOUNT
1	Phone Support	NON-CONTRACT PHONE SUPPORT REPORTED PROBLEM: GIFT CARDS ARE NOT AUTO POPULATING WITH \$7 SUPPORT PERFORMED: REMOTED INTO THE SYSTEM AND ADDED THE EXTERNAL PROGRAM TO THE EOD. WILL VERIFY TOMORROW DATE OF SUPPORT: 9/9/15 <i>Just Year Experience Program KK</i> LRCCD SEP 29 2015 ACCTG OPS			30.00	30.00

THANK YOU FOR YOUR BUSINESS!	Sales Tax (8.0%)	\$0.00
	Total	\$30.00
	Payments/Credits	\$0.00
	Balance Due	\$30.00

Credit Card Security is your responsibility!
 Contact us about software upgrades for your system.
 These upgrades may be necessary under new laws.