

# 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 0001092747**

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Date	Revision	Page
05/22/2017		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1009507 ESTOMOS SHEWMAKERN	04ADMN CALWORKS	

**Supplier:** 0000008992  
 4 IMPRINT  
 101 COMMERCE STREET  
 PO BOX 320  
 OSHKOSH WI 54901

**Phone:** (877) 446-7746  
**Fax:** (800) 355-5043

**email:**

**Ship To:** FOLSOM LAKE COLLEGE  
 RECEIVING  
 10 COLLEGE PARKWAY  
 FOLSOM CA 95630-6798  
 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	ZIP POUCH ID HOLDER	310.00	EA	1.63	505.30	06/05/2017
2- 1	ZIP POUCH SET-UP	1.00	EA	40.00	40.00	06/05/2017
3- 1	WRITING PAD: WINDSOR IMPRESSIONS WRITING PAD	300.00	EA	8.56	2,568.00	06/05/2017
4- 1	WRITING PAD SET-UP CHARGE	1.00	EA	65.00	65.00	06/05/2017
5- 1	FREIGHT	1.00	EA	299.25	299.25	06/05/2017
FREIGHT FOR WINDSOR IMPRESSIONS WRITING PADS						
6- 1	LAPTOP BRIEF: TUCK NEOPRENE LAPTOP BRIEF - 24 HR	300.00	EA	7.37	2,211.00	06/05/2017
7- 1	LAPTOP BRIEF SET-UP	1.00	EA	60.00	60.00	06/05/2017
8- 1	FREIGHT	1.00	EA	23.84	23.84	06/05/2017
FREIGHT FOR ZIP POUCH						
9- 1	TOTE BAGS: COTTON SHEETING NATURAL ECONOMY TOTE	500.00	EA	1.79	895.00	06/05/2017
10- 1	TOTE BAGS: ADDTL COLOR CHARGE	1,000.00	EA	0.45	450.00	06/05/2017
11- 1	TOTE BAGS: SET-UP CHARGE	3.00	EA	30.00	90.00	06/05/2017
12- 1	TOTE BAGS: FREIGHT	1.00	EA	93.23	93.23	06/05/2017
13- 1	LAPTOP BRIEF: FREIGHT	1.00	EA	234.19	234.19	06/05/2017
14- 1	TEAL USB DRIVES: SWING USB DRIVE - 8GB - 24HR	150.00	EA	5.15	772.50	06/05/2017
15- 1	TEAL USB DRIVES: SET-UP CHARGE	1.00	EA	30.00	30.00	06/05/2017
16- 1	TEAL USB DRIVES: FREIGHT	1.00	EA	9.86	9.86	06/05/2017

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

Authorized Signature

on Total PO

Amount Page

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.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASING: (916) 568-3071 • FAX: (916) 568-3145  
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**PURCHASE ORDER NO 0001092747**

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05/22/2017		2
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Metho
Reference:	Location / Dept	
1009507 ESTOMOS SHEWMAKERN	04ADMN CALWORKS	

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**Phone:** (877) 446-7746  
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**Bill To:** 1919 Spanos Court  
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Tax Exempt? N

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
17- 1	PURPLE USB DRIVES: SWING USB DRIVE - 8GB - 24HR	150.00	EA	5.15	772.50	06/05/2017
18- 1	PURPLE USB DRIVES: SET-UP CHARGE	1.00	EA	30.00	30.00	06/05/2017
19- 1	PURPLE USB DRIVE: FREIGHT	1.00	EA	9.86	9.86	06/05/2017
20- 1	ROLLERBALL PEN: BIC GRIP ROLLERBALL PEN - NICKEL CLIP	350.00	EA	0.87	304.50	06/05/2017
21- 1	ROLLERBALL PEN: FREIGHT	1.00	EA	13.42	13.42	06/05/2017
22- 1	HIGHLIGHTERS: BIC BRITE LINER GRIP 3-PACK	300.00	EA	3.12	936.00	06/05/2017
23- 1	HIGHLIGHTERS: FREIGHT	1.00	EA	36.31	36.31	06/05/2017
24- 1	PENCILS: NATURAL WOOD PENCIL	1,000.00	EA	0.17	170.00	06/05/2017
25- 1	PENCILS: SET-UP CHARGE	1.00	EA	30.00	30.00	06/05/2017
26- 1	PENCILS: FREIGHT	1.00	EA	18.07	18.07	06/05/2017
27- 1	BALLPOINT PENS: BIC CLIC STIC ECOLUTIONS BALLPOINT PEN	1,000.00	EA	0.60	600.00	06/05/2017
28- 1	BALLPOINT PENS: FREIGHT	1.00	EA	23.45	23.45	06/05/2017
29- 1	SPORT BOTTLE WITH PUSH LID 20 OZ.	300.00	EA	0.94	282.00	06/05/2017
30- 1	SPORT BOTTLE: SET-UP CHARGE	1.00	EA	50.00	50.00	06/05/2017
31- 1	SPORT BOTTLE: FREIGHT	1.00	EA	66.40	66.40	06/05/2017
32- 1	FOLDERS: PAPER PRESENTATION FOLDER - GLOSS	500.00	EA	1.05	525.00	06/05/2017
33- 1	FOLDERS: ADD'L COLOR RUN CHARGE	500.00	EA	0.18	90.00	06/05/2017

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**PURCHASE ORDER NO 0001092747**

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 United States

Tax Exempt? N

Line-Sch	Item/Description	Quantity	UOM	PO Price	Extended Amt	Due Date
34- 1	FOLDERS: SET-UP CHARGE	2.00	EA	40.00	80.00	06/05/2017
35- 1	FOLDERS: FREIGHT	1.00	EA	74.64	74.64	06/05/2017
36- 1	PURPLE TABLE THROWS: CLOSED-BACK TABLE THROW 6'	2.00	EA	166.00	332.00	06/05/2017
37- 1	PURPLE TABLE THROW: FREIGHT	1.00	EA	17.95	17.95	06/05/2017
38- 1	BLACK TABLE THROW: CLOSED-BACK TABLE THROW 6'	1.00	EA	169.00	169.00	06/05/2017
39- 1	BLACK TABLE THROW: FREIGHT	1.00	EA	8.98	8.98	06/05/2017
40- 1	COUPON DISCOUNT PER QUOTE	1.00	EA	-1,205.78	-1,205.78	06/05/2017

Sub Total Amount	11,781.47
Sales Tax Amount	855.83
Total PO Amount	12,637.30

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	4500	12	FL.VS.WORK	64900	00000	592A	12,637.30	2017

0001009507HARMANJ05-MAY-2017

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>

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Authorized Signature

*A. Scl* 5/31/17

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## LOS RIOS COMMUNITY COLLEGE DISTRICT

American River College • Cosumnes River College • Folsom Lake College • Sacramento City College

### PURCHASE ORDER TERMS AND CONDITIONS

1. **APPLICABLE LAW:** The contract resulting from this order shall be governed by the laws of the State of California
2. **COMPLETION OF ORDERS:** LRCCD reserves the right to withhold payment until order is completed.
3. **DISCOUNTS:** Please show cash payment discount offered on your invoice in connection with any discount offered, time will be computed from date of delivery of the supplies or equipment, or from date correct invoices are received in the office specified by LRCCD if the latter date is later than the date of delivery. Payment is deemed to be made for the purpose of earning discount, on the date payment is mailed or on behalf of LRCCD.
4. **INVOICES:** Invoices shall be prepared and submitted in duplicate unless otherwise specified. Invoices shall contain Purchase order number, date, description of items, sizes and quantities, unit prices, extended totals, place and date of delivery. Invoices or vouchers not on printed bill heads shall be signed by the CONTRACTOR or person furnishing the supplies or services. Every invoice shall be properly itemized. If LRCCD has not received billing for product or services within a one year period LRCCD will not be held responsible for satisfying the debt.
5. **CHANGES:** No change or modification in terms, quantities, or specifications may be made without express authorization in writing from the LRCCD Purchasing Office and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto. If unit cost of any item exceeds the amount shown by 10% or \$250.00 whichever is less do not ship. Contact LRCCD Purchasing at the phone number provided.
6. **BILL OF LADING:** If Bill of Lading is applicable to this order, send originals to "Ship to" address and duplicate Bill of Lading with invoices to "Bill to" address. All correspondence, invoices, bills of lading, shipping memos, packages, etc., must show purchase order number. If factory shipment, advise factory to comply.
7. **TRANSPORTATION CHARGES:** Invoices for prepaid transportation charges must be supported by original receipted expense bills.
8. **FOB POINT AND FREIGHT CHARGES:** Unless otherwise specified on this order, all items shall be delivered FOB Destination. No charge for delivery, drayage, express, parcel post, packing, cartage, insurance, license fees, permits, or for any other purpose will be paid by LRCCD unless expressly included and itemized in the order. Unless otherwise shown, on "FOB Shipping Point" transactions, CONTRACTOR shall arrange for lowest cost transportation, prepay and add freight to invoice and furnish supporting freight bills if the amount exceeds \$50.00. On "FOB Shipping Point" transactions, should any shipments under this purchase order be received by LRCCD in a damaged condition and any related freight loss and damage claims filed against the carrier or carriers be wholly or partially declined with the inference that damage was the result of the act of the shipper such as inadequate packaging or loading or some inherent defect in the equipment and/or material, CONTRACTOR on request of LRCCD shall at CONTRACTOR's own expense assist LRCCD in establishing carrier liability by supplying evidence that the equipment and/or materials was properly constructed, manufactured, packaged, and secured to withstand normal transportation conditions. Shipments that are California intrastate in nature and where freight is to be borne by LRCCD shall be tendered to carriers with written instructions that rate and charges may not exceed the lowest lawful rates on file with the California Public Utilities Commission.
9. **PATENT INDEMNITY:** The CONTRACTOR shall hold LRCCD, its officers, agents and employees harmless from alleged liability of any nature or kind, including costs and attorney fees and expenses, for infringement or use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract or purchase order.
10. **TAXES:** Certain articles sold to LRCCD are exempt from certain Federal excise taxes. LRCCD will reimburse the CONTRACTOR for, or pay directly, all California State and local sales and use taxes applicable to this purchase.
11. **EQUAL OPPORTUNITY EMPLOYER:** The acceptance of this purchase order by a supplier of goods and services is a certification that such supplier complies with all provisions of executive order 11246 and is an equal opportunity employer.
12. **GENERAL SAFETY ORDERS:** All materials, supplies and services sold to LRCCD shall conform to the general safety orders of the State of California. All materials, except as otherwise specified, must be new and of the best quality of their respective kinds.
13. **INDEMNIFICATION:** CONTRACTOR shall indemnify, defend and hold harmless LRCCD, its trustees, officers, agents, employees and volunteers, from any and all claims, demands, suits, causes of action, damages, penalties, breaches of this agreement, infringement of patent rights, costs, expenses, violations of employee occupational health and safety laws, attorney fees, losses or liability, property damage, personal injuries to or death of persons, arising out of, alleged to have arisen out of, or relating in any way to CONTRACTOR's work to be performed under this agreement, except if caused solely by the negligence of LRCCD.
14. **TERMINATION:** LRCCD may terminate this agreement and be relieved of the payment of any consideration to CONTRACTOR should CONTRACTOR fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination LRCCD may proceed with the work in any manner deemed proper by LRCCD. The cost to LRCCD shall be deducted from any sum due the CONTRACTOR under this agreement and the balance if any, shall be paid the CONTRACTOR upon demand.
15. **ASSIGNMENT:** Without the written consent of LRCCD, this agreement is not assignable by CONTRACTOR either in whole or in part.
16. **PUBLIC WORKS PROJECTS:** CONTRACTOR must comply with Public Contract Code.
17. **CA LABOR CODE:** Pursuant to Section 1700, and following, the CONTRACTOR shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are on file at the Business Office of the Los Rios Community College District, 1919 Spanos Court, Sacramento, CA 95825. Those copies shall be made available to any interested party upon request. The CONTRACTOR shall forfeit, as penalty to the LRCCD, Fifty Dollars (\$50.00) for each calendar day or portion thereof, for each workman paid less than the stipulated prevailing rates for any work done under the contract by him/her or by any subcontractor under him, in violation of the provisions of such Labor Code.
18. **NOTICE:** Your employees may be exposed to hazardous substances during the course of their work while on LRCCD property. For additional information on the hazardous substances that your employees may be exposed to contact the LRCCD General Services Department at (916) 568-3048.
19. **INSURANCE:** CONTRACTOR shall, at all times, maintain in full force and effect the following insurance: Workers' Compensation, Commercial General Liability, Auto Liability, and Professional Liability if licensed professional. Policy limits for each shall be at least \$1,000,000 AND \$3,000,000 AGGREGATE for bodily injury, personal injury and property damage. Any combination of General Liability and Excess Coverage can be combined to meet the Aggregate. LRCCD shall be named as an additional insured on CONTRACTOR's policies. The CONTRACTOR shall provide a certificate of insurance and required endorsements to comply with this section at least 15 days prior to commencement of work under this contract. The certificate shall state that LRCCD will be given 30 days notice of any material change or cancellation in coverage.
20. **DISQUALIFIED EMPLOYEES:** CONTRACTOR shall ensure that persons who perform services on LRCCD property have not been convicted of any felony, or any controlled substance offense or any sex offense as those terms are defined by Education Code section 87008-87010. If LRCCD determines that any person employed by CONTRACTOR to work on LRCCD property is incompetent, unfaithful, intemperate, disorderly, abusive or is otherwise unsatisfactory, CONTRACTOR shall cause that employee to be removed from working on LRCCD property immediately, and that person shall not be employed again on LRCCD property.
21. **WORK AUTHORIZATION:** Prior to LRCCD's acceptance of this Agreement, CONTRACTORS who are not U.S. citizens must provide verification of (a) work authorization status from the appropriate U.S. Department of State; (b) a copy of their U.S. visa; (c) the number of days present in the U.S.; and (d) tax treaty status. LRCCD shall not make any payments to CONTRACTOR unless CONTRACTOR holds the appropriate U.S. visa. CONTRACTOR is responsible for ensuring they are in possession of the appropriate visa.
22. **WARRANTY:** CONTRACTOR expressly warrants that all materials, goods, equipment, services, and/or labor shall conform to the requirements set forth or incorporated into this order and any applicable industry standards or requirements, shall be merchantable and free from defects in workmanship, materials and/or design (including latent defects), and shall perform as specified. CONTRACTOR further warrants that all materials, goods, equipment, services, and/or labor will be fit and sufficient for the particular purposes intended by LRCCD. Unless agreed upon otherwise between LRCCD and CONTRACTOR, the warranty period shall be the longer of: (a) any express warranty included in this service agreement; (b) one year after the materials, goods, equipment, services, and/or labor are accepted by LRCCD; or (c) any warranty period provided under any applicable California law.

# Requisition

Supplier: 4 IMPRINT 000008992  
 101 COMMERCE STREET  
 PO BOX 320  
 OSHKOSH WI 54901  
 United States

**FLC BUSINESS SERVICES**

Phone: (877) 446-7746  
 email:

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

Business Unit: <b>GENFD OPEN</b>	
Req ID: 0001009507	Date: 05/04/2017
Page: 1	
Requisition Name: 4 IMPRINT 2017	
Requester: Sharisse Estomo	Bldg#: CALWORKS
Requester Signature	
Buyer: Nicholas Shewmaker	
Approved:	
Entered By: Shariss 04-MAY-2017	

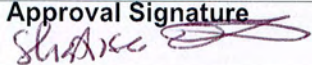

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	ZIP POUCH ID HOLDER	310	EA	1.63	505.30	05/04/2017
2-1	ZIP POUCH SET-UP	1	EA	40.00	40.00	05/04/2017
3-1	WRITING PAD: WINDSOR IMPRESSIONS WRITING PAD	300	EA	8.56	2,568.00	05/04/2017
4-1	WRITING PAD SET-UP CHARGE	1	EA	65.00	65.00	05/04/2017
5-1	FREIGHT	1	EA	299.25	299.25	05/04/2017

FREIGHT FOR WINDSOR IMPRESSIONS WRITING PADS

24-1	LAPTOP BRIEF: TUCK NEOPRENE LAPTOP BRIEF - 24 HR	300	EA	7.37	2,211.00	05/04/2017
31-1	LAPTOP BRIEF SET-UP	1	EA	60.00	60.00	05/04/2017
40-1	FREIGHT	1	EA	23.84	23.84	05/04/2017

FREIGHT FOR ZIP POUCH

41-1	TOTE BAGS: COTTON SHEETING NATURAL ECONOMY TOTE	500	EA	1.79	895.00	05/04/2017
42-1	TOTE BAGS: ADDTL COLOR CHARGE	1,000	EA	0.45	450.00	05/04/2017
43-1	TOTE BAGS: SET-UP CHARGE	3	EA	30.00	90.00	05/04/2017
44-1	TOTE BAGS: FREIGHT	1	EA	93.23	93.23	05/04/2017
45-1	LAPTOP BRIEF: FREIGHT	1	EA	234.19	234.19	05/04/2017
46-1	TOTE BAGS: SET-UP CHARGE	3	EA	30.00	0.00	CANCELED
47-1	TOTE BAGS: FREIGHT	1	EA	93.23	0.00	CANCELED
48-1	TEAL USB DRIVES: SWING USB DRIVE - 8GB - 24HR	150	EA	5.15	772.50	05/04/2017
49-1	TEAL USB DRIVES: SET-UP CHARGE	1	EA	30.00	30.00	05/04/2017
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53-1	PURPLE USB DRIVE: FREIGHT	1	EA	9.86	9.86	05/04/2017

Approval Signature  SHARISSA ESTOMO	Approval Signature 	Approval Signature
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000008992

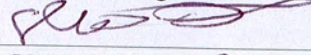
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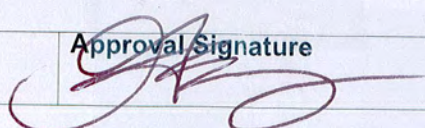
<b>Business Unit:</b> GENFD      OPEN	
<b>Req ID:</b> 0001009507	<b>Date:</b> 05/04/2017
<b>Page:</b> 2	
<b>Requisition Name:</b> 4 IMPRINT 2017	
<b>Requester:</b> Sharisse Estomo	<b>Bldg#:</b> CALWORKS
<b>Requester Signature:</b>	
<b>Buyer:</b> Nicholas Shewmaker	
<b>Approved:</b>	
<b>Entered By:</b> Shariss 04-MAY-2017	

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
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65-1	SPORT BOTTLE: FREIGHT	1	EA	66.40	66.40	05/04/2017
66-1	FOLDERS: PAPER PRESENTATION FOLDER - GLOSS	500	EA	1.05	525.00	05/04/2017

**Approval Signature**

  
SHARISSA ESTOMO

**Approval Signature**



**Approval Signature**



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<b>Business Unit:</b> GENFD OPEN	
Req ID: 0001009507	Date: 05/04/2017
Page 3	
Requisition Name: 4 IMPRINT 2017	
<b>Requester</b> Sharisse Estomo	<b>Bldg#</b> CALWORKS
<b>Requester Signature</b>	
Buyer: Nicholas Shewmaker	
Approved:	
Entered By: Shariss 04-MAY-2017	

**Phone:** (877) 446-7746      **Fax:** (800) 355-5043  
**email:**

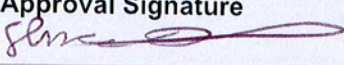
**Ship To:** RECEIVING  
10 COLLEGE PARKWAY  
FOLSOM CA 95630-6798

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
67-1	FOLDERS: ADD'L COLOR RUN CHARGE	500	EA	0.18	90.00	05/04/2017
68-1	FOLDERS: SET-UP CHARGE	2	EA	40.00	80.00	05/04/2017
69-1	FOLDERS: FREIGHT	1	EA	74.64	74.64	05/04/2017
70-1	PURPLE TABLE THROWS: CLOSED-BACK TABLE THROW 6'	2	EA	166.00	332.00	05/04/2017
71-1	PURPLE TABLE THROW: FREIGHT	1	EA	17.95	17.95	05/04/2017
72-1	BLACK TABLE THROW: CLOSED-BACK TABLE THROW 6'	1	EA	169.00	169.00	05/04/2017
73-1	BLACK TABLE THROW: FREIGHT	1	EA	8.98	8.98	05/04/2017

Total Requisition Amount:      12,987.25

TAX: \$841.03  
FREIGHT: \$929.45  
FEES: SET-UP CHARGES: \$475.00  
FEES: ADD'L COLOR RUN CHARGES: \$540.00  
DISCOUNTS THAT NEED TO STILL BE APPLIED: COUPONS: (\$1205.78)  
GRAND TOTAL: \$12,622.50

<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	12	FL.VS.WORK	64900	00000	592A	12,987.25

<b>Approval Signature</b>  SHARISS EStomo	<b>Approval Signature</b>	<b>Approval Signature</b>
------------------------------------------------------------------------------------------------------------------------------------	---------------------------	---------------------------



# Requisition

**Supplier:** 4 IMPRINT  
101 COMMERCE STREET  
PO BOX 320  
OSHKOSH WI 54901  
United States

000008992

**Phone:** (877) 446-7746      **Fax:** (800) 355-5043  
**email:**

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

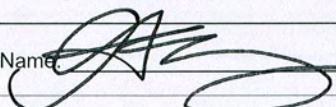
<b>Business Unit:</b> GENFD      OPEN		
<b>Req ID:</b> 0001009507	<b>Date:</b> 05/04/2017	<b>Page:</b> 4
<b>Requisition Name:</b> 4 IMPRINT 2017		
<b>Requester:</b> Sharisse Estomo		<b>Bldg#:</b> CALWORKS
<b>Requester Signature</b>		
<b>Buyer:</b> Nicholas Shewmaker		
<b>Approved:</b>		
<b>Entered By:</b> Shariss    04-MAY-2017		

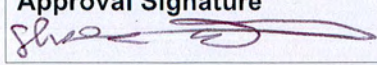
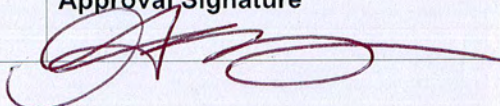
Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
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**Purchases Charged to Catagorical Programs, Grants or Special Project.**

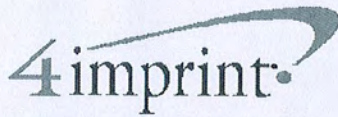
This purchase is in compliance with the requirement of CALWORKS

For grants/special projects 592A

Name: 

<b>Approval Signature</b>  SHARISSA ESTOMO	<b>Approval Signature</b> 	<b>Approval Signature</b>
-------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------	---------------------------





101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

Toll Free: 877-446-7746  
Free Fax: 800-355-5043

**Main Address**  
SHARISSE ESTOMO  
FOLSOM LAKE COLLEGE  
10 COLLEGE PARKWAY  
FOLSOM, CA 95630

**Invoice Address**  
Sharisse Estomo  
Folsom Lake College  
10 College Parkway  
FOLSOM CA 95630  
USA

**Shipping Address**  
Sharisse Estomo  
Folsom Lake College  
10 College Parkway  
FOLSOM, CA 95630  
USA  
Tel: 916-608-6923

**Quotation Number:** 13751504  
**Quote Date:** April 21, 2017  
**Quote Valid Until:** May 21, 2017  
**Account No.:** 3904042

**Questions Call:** Samantha Reichert  
**Phone:** 877-446-7746 Ext. 8444  
**Fax:** 888-608-2770  
**Email:** sreichert@4imprint.com

Qty	Item #	Description	Unit \$	Price \$	Total \$
<b>Item</b> Zip Pouch ID Holder - Black - 24 hr <b>Colors</b> (Front ID Holder,Back Pocket): Black, Black					
310	111205-B-24HR	Zip Pouch ID Holder - Black - 24 hr	1.6300	505.30	505.30
1	Coupon	Coupon Code	-54.5300	-54.53	-54.53
1	Set-Up Charge	Set-Up Charge	40.0000	40.00	40.00
		Freight		23.84	23.84
				<b>Tax</b>	38.03
					552.64

**Artwork Instructions**

Product Color (Base, Trim): Black,Black  
Imprint Location: Back Pocket  
Imprint Colors: Pantone 328C Teal

Additional Notes:  
\*BLACK/ORANGE is OUT OF STOCK until 5/22/17

Questions call: Samantha Reichert  
Phone: 877-446-7746 Ext 8444  
Email: sreichert@4imprint.com  
Direct Fax: 888-608-2770

Qty	Item #	Description	Unit \$	Price \$	Total \$
<b>Item</b> Windsor Impressions Writing Pad - Debossed - 24 hr <b>Colors</b> (Cover,Trim): Black, Black					
300	104249-D-24HR	Windsor Impressions Writing Pad - Debossed - 24 hr	8.5600	2,568.00	2,568.00
1	Coupon	Coupon Code	-263.3000	-263.30	-263.30
1	Set-Up Charge	Set-Up Charge	65.0000	65.00	65.00
		Freight		299.25	299.25
				<b>Tax</b>	183.65
					2,852.60

**Artwork Instructions**

Imprint Location: Spine Left - Middle - Centered  
Imprint Colors: Deboss





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Fax: 888-608-2770  
Email: sreichert@4imprint.com

Additional Notes:  
Questions call: Samantha Reichert  
Phone: 877-446-7746 Ext 8444  
Email: sreichert@4imprint.com  
Direct Fax: 888-608-2770

Qty	Item #	Description	Unit \$	Price \$	Total \$
300	113839-24HR	Tuck Neoprene Laptop Brief - 24 hr	7.3700	2,211.00	2,211.00
1	Coupon	Coupon Code	-227.1000	-227.10	-227.10
1	Set-Up Charge	Set-Up Charge	60.0000	60.00	60.00
		Freight		234.19	234.19
				<b>Tax</b>	158.40
					2,436.49

**Artwork Instructions**

Imprint Location: Front Pocket  
Imprint Colors: Black (Standard)

Additional Notes:  
Questions call: Samantha Reichert  
Phone: 877-446-7746 Ext 8444  
Email: sreichert@4imprint.com  
Direct Fax: 888-608-2770

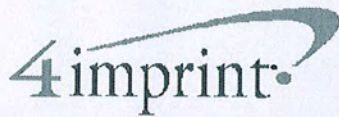
Qty	Item #	Description	Unit \$	Price \$	Total \$
500	1105-1515	Cotton Sheeting Natural Economy Tote - 15-1/2" x 15"	1.7900	895.00	895.00
1	Coupon	Coupon Code	-143.5000	-143.50	-143.50
1,000	Add'l Color	Add'l Color Run Charge	0.4500	450.00	450.00
3	Set-Up Charge	Set-Up Charge	30.0000	90.00	90.00
		Freight		93.23	93.23
				<b>Tax</b>	100.09
					1,484.82

**Artwork Instructions**

Product Color (Base, Trim): Natural,Natural  
Imprint Location: Front  
Imprint Colors: Pantone 328C Teal, Purple (Standard), Black (Standard)

Additional Notes:  
Questions call: Samantha Reichert  
Phone: 877-446-7746 Ext 8444  
Email: sreichert@4imprint.com





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Account No.: 3904042

Questions Call: Samantha Reichert  
Phone: 877-446-7746 Ext. 8444  
Fax: 888-608-2770  
Email: sreichert@4imprint.com

Direct Fax: 888-608-2770

Qty	Item #	Description	Unit \$	Price \$	Total \$
<b>Item</b> Swing USB Drive - Color - 8GB - 24 hr <b>Colors</b> (USB,Cover): Teal, Teal					
150	112703-C-8G-24H	Swing USB Drive - Color - 8GB - 24 hr	5.1500	772.50	772.50
1	Coupon	Coupon Code	-80.2500	-80.25	-80.25
1	Set-Up Charge	Set-Up Charge	30.0000	30.00	30.00
		Freight		9.86	9.86
				<b>Tax</b>	55.97
					788.08

**Artwork Instructions**

Product Color (Base, Trim): Teal,Teal  
Imprint Location: Centered on Top - Loop Right  
Imprint Colors: White

**Additional Notes:**

\*\*BLUE AND ROYAL ARE OUT OF STOCK: Royal 5/1/17, Blue 6/20/17

Questions call: Samantha Reichert  
Phone: 877-446-7746 Ext 8444  
Email: sreichert@4imprint.com  
Direct Fax: 888-608-2770

Qty	Item #	Description	Unit \$	Price \$	Total \$
<b>Item</b> Swing USB Drive - Color - 8GB - 24 hr <b>Colors</b> (USB,Cover): Purple, Purple					
150	112703-C-8G-24H	Swing USB Drive - Color - 8GB - 24 hr	5.1500	772.50	772.50
1	Coupon	Coupon Code	-80.2500	-80.25	-80.25
1	Set-Up Charge	Set-Up Charge	30.0000	30.00	30.00
		Freight		9.86	9.86
				<b>Tax</b>	55.97
					788.08

**Artwork Instructions**

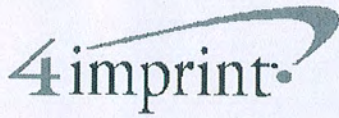
Product Color (Base, Trim): Purple,Purple  
Imprint Location: Centered on Top - Loop Right  
Imprint Colors: White

**Additional Notes:**

\*\*BLUE AND ROYAL ARE OUT OF STOCK: Royal 5/1/17, Blue 6/20/17

Questions call: Samantha Reichert  
Phone: 877-446-7746 Ext 8444





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**Quotation Number:** 13751504  
**Quote Date:** April 21, 2017  
**Quote Valid Until:** May 21, 2017  
**Account No.:** 3904042

**Questions Call:** Samantha Reichert  
**Phone:** 877-446-7746 Ext. 8444  
**Fax:** 888-608-2770  
**Email:** sreichert@4imprint.com

Email: sreichert@4imprint.com  
Direct Fax: 888-608-2770

Qty	Item #	Description	Unit \$	Price \$	Total \$
<b>Item</b> Bic Grip Rollerball Pen - Nickel Clip - 24 hr <b>Colors</b> (Barrel,Grip) : See Below					
350	2387-24HR	Bic Grip Rollerball Pen - Nickel Clip - 24 hr	0.8700	304.50	304.50
		350 - Fine Point Black Ink : Black, Black	0.0000	0.00	0.00
1	Coupon	Coupon Code	-30.4500	-30.45	-30.45
		Freight		13.42	13.42
				<b>Tax</b>	21.24
					308.71

**Artwork Instructions**

Product Color (Base, Trim): Black,Black  
Imprint Location: Barrel  
Imprint Colors: White

Additional Notes:  
Questions call: Samantha Reichert  
Phone: 877-446-7746 Ext 8444  
Email: sreichert@4imprint.com  
Direct Fax: 888-608-2770

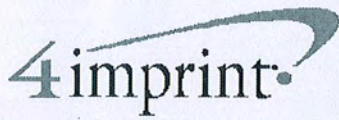
Qty	Item #	Description	Unit \$	Price \$	Total \$
<b>Item</b> Bic Brite Liner Grip 3-Pack <b>Colors</b> (Barrel/Ink,Barrel/Ink): Blue, Green					
300	3030	Bic Brite Liner Grip 3-Pack	3.1200	936.00	936.00
1	Coupon	Coupon Code	-93.6000	-93.60	-93.60
		Freight		36.31	36.31
				<b>Tax</b>	65.29
					944.00

**Artwork Instructions**

Product Color (Base, Trim): Blue,Green  
Imprint Location: Barrel  
Imprint Colors: Black (Standard)

Additional Notes:  
Questions call: Samantha Reichert  
Phone: 877-446-7746 Ext 8444  
Email: sreichert@4imprint.com  
Direct Fax: 888-608-2770





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**Quotation Number:** 13751504  
**Quote Date:** April 21, 2017  
**Quote Valid Until:** May 21, 2017  
**Account No.:** 3904042

**Questions Call:** Samantha Reichert  
**Phone:** 877-446-7746 Ext. 8444  
**Fax:** 888-608-2770  
**Email:** sreichert@4imprint.com

Qty	Item #	Description	Unit \$	Price \$	Total \$
1,000	103788	Natural Wood Pencil	0.1700	170.00	170.00
1	Coupon	Coupon Code	-20.0000	-20.00	-20.00
1	Set-Up Charge	Set-Up Charge	30.0000	30.00	30.00
1	Delivery	3rd Party Billing per Order	0.0000	0.00	0.00
		Freight		18.07	18.07
				<b>Tax</b>	13.95
					212.02

**Artwork Instructions**

Product Color (Base, Trim): Natural,Gold  
Imprint Location: Barrel  
Imprint Colors: Black (Standard)

**Additional Notes:**

Questions call: Samantha Reichert  
Phone: 877-446-7746 Ext 8444  
Email: sreichert@4imprint.com  
Direct Fax: 888-608-2770

Qty	Item #	Description	Unit \$	Price \$	Total \$
1,000	39152-ECO	Bic Clic Stic Ecolutions Ballpoint Pen	0.6000	600.00	600.00
		1000 - Medium Point Black Ink : White, Black	0.0000	0.00	0.00
1	Coupon	Coupon Code	-60.0000	-60.00	-60.00
		Freight		23.45	23.45
				<b>Tax</b>	41.85
					605.30

**Artwork Instructions**

Product Color (Base, Trim): White,Black  
Imprint Location: Barrel  
Imprint Colors: Pantone 328C Teal

Qty	Item #	Description	Unit \$	Price \$	Total \$
300	10510-C	Sport Bottle with Push Pull Lid - 20 oz. - Colors	0.9400	282.00	282.00
1	Coupon	Coupon Code	-33.2000	-33.20	-33.20
1	Set-Up Charge	Set-Up Charge (Per Color)	50.0000	50.00	50.00
		Freight		66.40	66.40
				<b>Tax</b>	23.16





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Quotation Number: 13751504  
Quote Date: April 21, 2017  
Quote Valid Until: May 21, 2017  
Account No.: 3904042

Questions Call: Samantha Reichert  
Phone: 877-446-7746 Ext. 8444  
Fax: 888-608-2770  
Email: sreichert@4imprint.com

388.36

**Artwork Instructions**

Product Color (Base, Trim): Teal,Violet  
Imprint Location: Wrap  
Imprint Colors: White

Additional Notes:  
Questions call: Samantha Reichert  
Phone: 877-446-7746 Ext 8444  
Email: sreichert@4imprint.com  
Direct Fax: 888-608-2770

Item	Paper Presentation Folder - Gloss		Colors	(Cover,Pockets/Inside): Purple, White		
Qty	Item #	Description	Unit \$	Price \$	Total \$	
500	8581	Paper Presentation Folder - Gloss	1.0500	525.00	525.00	
1	Coupon	Coupon Code	-69.5000	-69.50	-69.50	
500	Add'l Color	Add'l Color Run Charge	0.1800	90.00	90.00	
2	Set-Up Charge	Set-Up Charge	40.0000	80.00	80.00	
500	Packaging	Special Pkg Charge/piece	0.0000	0.00	0.00	
		Freight		74.64	74.64	
				<b>Tax</b>	48.48	
					748.62	

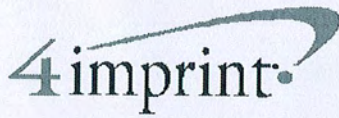
**Artwork Instructions**

Product Color (Base, Trim): Purple,White  
Imprint Location: Front Cover - Center  
Imprint Colors: Black, White

Additional Notes:  
Questions call: Samantha Reichert  
Phone: 877-446-7746 Ext 8444  
Email: sreichert@4imprint.com  
Direct Fax: 888-608-2770

Item	Closed-Back Table Throw - 6'		Colors	(Throw,Trim): Purple, Purple		
Qty	Item #	Description	Unit \$	Price \$	Total \$	
2	2212	Closed-Back Table Throw - 6'	166.0000	332.00	332.00	
1	Coupon	Coupon Code	-33.2000	-33.20	-33.20	
		Freight		17.95	17.95	
				<b>Tax</b>	23.16	





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Quotation Number: 13751504  
Quote Date: April 21, 2017  
Quote Valid Until: May 21, 2017  
Account No.: 3904042

Questions Call: Samantha Reichert  
Phone: 877-446-7746 Ext. 8444  
Fax: 888-608-2770  
Email: sreichert@4imprint.com

339.91

**Artwork Instructions**

Product Color (Base, Trim): Purple,Purple  
Imprint Location: Front-Center  
Imprint Colors: Heat Transfer

**Additional Notes:**

With receipt of your signed quote and art by ( ), the approximate ship date of your order will be ( ).  
Upon art approval, production (excluding shipping) is ( ) business days.  
Questions

Item	Qty	Item #	Description	Unit \$	Price \$	Total \$
<input type="checkbox"/> Closed-Back Table Throw - 6'						
			<b>Colors</b> (Throw,Trim): Black, Black			
	1	2212	Closed-Back Table Throw - 6'	169.0000	169.00	169.00
	1	Coupon	Coupon Code	-16.9000	-16.90	-16.90
			Freight		8.98	8.98
					<b>Tax</b>	11.79
						172.87

**Artwork Instructions**

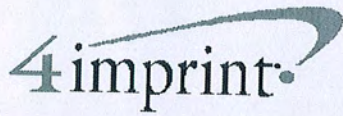
Product Color (Base, Trim): Black,Black  
Imprint Location: Front-Center  
Imprint Colors: Heat Transfer

**Additional Notes:**

With receipt of your signed quote and art by ( ), the approximate ship date of your order will be ( ).  
Upon art approval, production (excluding shipping) is ( ) business days.  
Questions

**Grand Total** 12,622.50





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Quote Date: April 21, 2017  
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Account No.: 3904042

Questions Call: Samantha Reichert  
Phone: 877-446-7746 Ext. 8444  
Fax: 888-608-2770  
Email: sreichert@4imprint.com

**METHOD OF PAYMENT**

- We previously ordered from you on open account.
- We are well rated with Dun & Bradstreet. My D & B number is \_\_\_\_\_.
- Please fax us a Credit Application. We understand that our order will not go into production until your application is approved, which may take 2-3 weeks.
- Enclosed is a check in the amount of \$\_\_\_\_\_ payable to 4imprint.
- MasterCard  Visa  American Express  Discover  Diner's Club

**\*\*\*IMPORTANT\*\*\*\*** To place your order please put a check mark next to the item(s) you wish to order, sign below and return all pages of this quotation with your artwork. If paying by credit card please contact your customer service representative with your credit card details.

Your Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_ Your  
Purchase Order # \_\_\_\_\_

**Shipment Details**

Shipment to	Qty	Item #	Estimated Ship Date	Carrier, service	Estimated Delivery Date	Freight
Address as above.	310	111205-B-24HR		UPS Ground (Parcel)	May 02 2017	23.84
	300	104249-D-24HR		UPS Ground CWT	May 02 2017	299.25
	300	113839-24HR		UPS Ground CWT	May 02 2017	234.19
	500	1105-1515		UPS Ground (Parcel)	May 08 2017	93.23
	150	112703-C-8G-24HR		UPS Ground (Parcel)	Apr 26 2017	9.86
	150	112703-C-8G-24HR		UPS Ground (Parcel)	Apr 26 2017	9.86
	350	2387-24HR		UPS Ground (Parcel)	Apr 26 2017	13.42
	300	3030		UPS Ground (Parcel)	Apr 26 2017	36.31
	1000	103788		UPS Ground (Parcel)	Apr 26 2017	18.07
	1000	39152-ECO		UPS Ground (Parcel)	Apr 26 2017	23.45
	300	10510-C		UPS Ground (Parcel)	Apr 26 2017	66.40
	500	8581		UPS Ground (Parcel)	Apr 26 2017	74.64
	2	2212		UPS Ground (Parcel)	May 03 2017	17.95
	1	2212		UPS Ground (Parcel)	May 03 2017	8.98