



LIMITED PURCHASE ORDER

(Not to Exceed \$200.00)

<p>VENDOR NAME AND ADDRESS: National Career Development Association (NCDA) 385 N. Blech Circle Broken Arrow, OK 74012</p>	<p>DELIVERY INSTRUCTIONS: <input checked="" type="checkbox"/> Deliver to Address Below (Check one) <input type="checkbox"/> Will Call</p> <p>Julie Collier Folsom Lake College 10 College Parkway Folsom, CA 95030</p>
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ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	Institutional memberships for	1	EA	—	85-	85-
2	Julie Collier, Kellie Funderburg,	2	EA	—	35-	70-
3	and Anna Domek					
4	Invoice # 31580					
5						
6						
7						
8						
9						
10						

Purchases Charged to Categorical Programs, Grants or Special Projects
This purchase is in compliance with the requirements of:

Perkins **Justin Clift**
Program Name

Julie Collier For grants/special projects **314D**
Program Director/Coord. Signature Project/Grant Number

Objectives 3 & 9
Program Goal/Objective Number/Explanation

SUB-TOTAL	155-
SALES TAX	12.01
TOTAL (Not to Exceed \$200.00)	167.01

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 _____

Julie Collier 5/29/18
REQUESTED BY: TYPED/PRINT DATE

6enfd 5300/12 / FL-VI-VTEA
Bus. Unit Account Fund Org

Julie Collier 5/29/18
REQUESTED BY: SIGNATURE DATE

49320 00000/2018 314D \$ 167.01
Program Sub-Class BY Proj/Grnt Amount

Justin Clift 5/30/18
APPROVED: DEAN OR OTHER AUTHORIZED SIGNATURE DATE

Bus. Unit Account Fund Org

Kathleen Funderburg 6/1/18
APPROVED: VICE PRESIDENT, ADMINISTRATION DATE

Program Sub-Class BY Proj/Grnt Amount

National Career Development Assoc.
305 N Beech Circle
Broken Arrow, OK 74012



National Career
Development
Association

INVOICE

Invoice #: 31580
Date: 05/15/2018
Charges: \$ 155.00
Payments: \$ 0.00

Balance: \$ 155.00

Julie Collier
Folsom Lake College
10 College Parkway
Folsom, CA 95630
Email: collej@flc.losrios.edu

Charges

Institutional Memberships for the following individuals	\$85.00
Julie Collier, Kellie Funderburg - (2 @ \$35.00)	\$70.00
Anna Domek	
Total:	\$ 155.00

NCDA has received your membership application without a payment method. You are welcome to process it online using our "Pay Now" feature for credit card payments. If you prefer to mail it in, attach a copy of the invoice to your check and mail to:

NCDA
305 N Beech Circle
Broken Arrow, OK 74012

We can keep unpaid invoices in our system for 4 weeks. If you feel your payment will take longer, please advise and we can document that request.

Questions? Call 866-367-6232 or acheek@ncda.org