

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASE ORDER NO B200359  
CHANGE ORDER

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

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Date	Revision	Page
07/03/2019	1 - 01/13/2020	1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Method
Reference:	Location / Dept	
1020558 CROFFJ HANEYB	04ADMN	

Supplier: 0000002554  
HOME DEPOT  
P O BOX 9903  
MACON GA 31297-9903

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	08700 - BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR ATHLETIC SUPPLIES	1.00 EA	144.68	144.68	05/31/2020
2- 1	08500 BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR PE/KHA SUPPLIES	1.00 EA	398.92	398.92	05/31/2020
3- 1	08500 BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR PE/KHA SUPPLIES	1.00 EA	228.20	228.20	05/31/2020
4- 1	08700 - BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR ATHLETIC SUPPLIES	1.00 EA	928.20	928.20	05/31/2020

01-13-2020 PER J. HARMAN. NEW PO TOTAL \$1,700.00 - BH  
CLOSE LINES 1 & 2 WITH TWO BUDGET DISTRIBUTION PER LINE.  
ADD LINES 3 & 4 WITH ONE BUDGET DISTRIBUTION PER LINE.

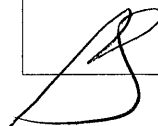
Sub Total Amount	1,700.00
Sales Tax Amount	0.00
Total PO Amount	1,700.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	4300	12	FL.VI.KINE	08500	00000	700P	500.00	2020
GENFD	4300	12	FL.VI.KINE	08700	00000	700P	1,200.00	2020

0001020558CHAVEZA02-JUL-2019

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.

# LOS RIOS COMMUNITY COLLEGE DISTRICT PURCHASE ORDER NO B200359

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

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Date	Revision	Page
07/03/2019		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	See Details
Reference:	Location / Dept	
1020558 CROFFJ HANEYB	04ADMN	

Supplier: 0000002554  
HOME DEPOT  
P O BOX 9903  
MACON GA 31297-9903

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	08700 - BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR ATHLETIC SUPPLIES	1.00 EA	500.00	500.00	05/31/2020
2- 1	08500 BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR PE/KHA SUPPLIES	1.00 EA	500.00	500.00	05/31/2020

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.KINE	08500	00000	700P	500.00	2020
GENFD	4300	12	FL.VI.KINE	08700	00000	700P	500.00	2020

0001020558CHAVEZA02-JUL-2019

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

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

**Supplier:** HOME DEPOT  
HOME DEPOT CRC/GECF  
P O BOX 4536 DEPT. 24  
CAROL STREAM IL 60197-4536  
United States

**Phone:** (800) 685-6691 **Fax:** (800) 266-7308  
**email:**

0000002554

<b>Business Unit:</b>		<b>GENFD</b>	<b>OPEN</b>
Req ID:	Date	Page	
0001020558	07/01/2019	1	
Requisition Name:			
HOME DEPOT			
Requester			
Jeanne Croff			
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: M.J 01-JUL-2019			

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

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	08700 - BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR ATHLETIC SUPPLIES FROM 7/1/2019 TO 05/31/2020	1	EA	500.00	500.00	
2-1	08500 BLANKET PO FOR HOME DEPOT CREDIT CARD USE FOR PE/KHA SUPPLIES FROM 07/01/2019 TO 05/31/2020	1	EA	500.00	500.00	

1,000.00 Sub-total  
0.00 Est. tax

Total Requisition Amount: 1,000.00

NOTE TO PURCHASING: ASSIGN BLANKET PO#; NO TAX; AMOUNT ONLY; (PRIOR YEAR PO B119409)  
DO NOT SEND TO VENDOR

AUTHORIZED PERSONNEL  
LINES 1 & 2: JEFF CHALE, WILLIAM GARCIA, JEANNE CROFF, MATT WRIGHT

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	4300	12	FL.VI.KINE	08500	00000	700P	500.00
GENFD	4300	12	FL.VI.KINE	08700	00000	700P	500.00

## Purchases Charged to Catagorical Programs, Grants or Special Project.

This purchase is in compliance with the requirement of \_\_\_\_\_

For grants/special projects \_\_\_\_\_

Name: \_\_\_\_\_

Approval Signature

Approval Signature

Approval Signature

**From:** [Wright, Matt](#)  
**To:** [Croff, Jeanne](#); [Machani, Rachana](#)  
**Cc:** [Chale, Jeffrey](#); [Taylor, Jennifer](#)  
**Subject:** Re: Home Depot BPO B200359  
**Date:** Tuesday, June 23, 2020 2:26:12 PM  
**Attachments:** [image001.png](#)

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Close please. Thanks.



Matt Wright  
Dean, Kinesiology, Health, Athletics, and Nutrition  
Athletic Director  
916-608-6686 | [wrightm@flc.losrios.edu](mailto:wrightm@flc.losrios.edu) | [www.flcathletics.com](http://www.flcathletics.com)

This is not the end I was hoping for.....but it is the one I expected. Lucian Connally

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**From:** Croff, Jeanne <[CroffJ@flc.losrios.edu](mailto:CroffJ@flc.losrios.edu)>  
**Sent:** Tuesday, June 23, 2020 12:48 PM  
**To:** Machani, Rachana <[MachanR@flc.losrios.edu](mailto:MachanR@flc.losrios.edu)>; Wright, Matt <[WrightM@flc.losrios.edu](mailto:WrightM@flc.losrios.edu)>  
**Cc:** Chale, Jeffrey <[ChaleJ@flc.losrios.edu](mailto:ChaleJ@flc.losrios.edu)>; Taylor, Jennifer <[TaylorJ@flc.losrios.edu](mailto:TaylorJ@flc.losrios.edu)>  
**Subject:** RE: Home Depot BPO B200359

As far as I'm concerned, we should close it.  
Matt, your call.

*Jeanne Croff*

Folsom Lake College, Administrative Assistant-Kinesiology/Health/Athletics/Nutrition  
10 College Parkway, Folsom, CA (916) 608-6687

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**From:** Machani, Rachana <[MachanR@flc.losrios.edu](mailto:MachanR@flc.losrios.edu)>  
**Sent:** Tuesday, June 23, 2020 12:45 PM  
**To:** Croff, Jeanne <[CroffJ@flc.losrios.edu](mailto:CroffJ@flc.losrios.edu)>; Wright, Matt <[WrightM@flc.losrios.edu](mailto:WrightM@flc.losrios.edu)>  
**Cc:** Chale, Jeffrey <[ChaleJ@flc.losrios.edu](mailto:ChaleJ@flc.losrios.edu)>; Taylor, Jennifer <[TaylorJ@flc.losrios.edu](mailto:TaylorJ@flc.losrios.edu)>  
**Subject:** FW: Home Depot BPO B200359

Good afternoon

Can we go ahead and close this BPO?

It has a current balance of \$0.00(Line1 GENFD 4300 12 FL.VI.KINE 08500 00000 2020 700P), \$0.04 (Line 2 GENFD 4300 12 FL.VI.KINE 08500 00000 2020 700P), \$228.2(Line 3 GENFD 4300 12 FL.VI.KINE 08500 00000 2020 700P) and \$102.37(Line 4 GENFD 4300 12 FL.VI.KINE 08700 00000 2020 700P) . Please see below for reference-