

**LOS RIOS COMMUNITY COLLEGE DISTRICT PURCHASE ORDER NO 0001109648**

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
11/27/2019		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	Best Method
Reference:	Location / Dept	
1023544 KINGSLEYJ HANEYB	04VAPA2260 IR	

**Supplier:** 0000004697  
 RP GROUP  
 ATTN: RP CONFERENCE  
 369-B THIRD STREET #397  
 SAN RAFAEL CA 94901

**Ship To:** FOLSOM LAKE COLLEGE  
 RECEIVING  
 10 COLLEGE PARKWAY  
 FOLSOM CA 95630  
 United States

**email:**

**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	MEMBERSHIP - 2019-2020 INSTITUTIONAL MEMBERSHIP TO THE RP GROUP - RESEARCH, PLANNING, PROFESSIONAL DEVELOPMENT FOR CALIFORNIA COMMUNITY COLLEGES - FOR FOLSOM LAKE COLLEGE FROM: JULY 1, 2019 TO JUNE 30, 2020	1.00 EA	500.00	500.00	11/25/2019

PAY INVOICE - 2019-20

PY PO #0001099731

**Paid Ch# 94-788486**  
**12/04/19 Amt \$ 500.00**

Sub Total Amount	500.00
Sales Tax Amount	0.00
Total PO Amount	500.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5300	11	FL.CP.PRDO	60100	00000	041A	500.00	2020

0001023544CHAVEZA25-NOV-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:** RP GROUP  
 ATTN: RP CONFERENCE  
 369-B THIRD STREET #397  
 SAN RAFAEL CA 94901  
 United States

000004697

<b>Business Unit:</b>		<b>GENFD</b>	<b>OPEN</b>
Req ID:	Date	Page	
0001023544	11/14/2019	1	
Requisition Name:			
RP GROUP ANNUAL SUB-OIR			
Requester		Bldg#	
Julie Kingsley		IR	
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: KINGSLEJ 14-NOV-2019			

**email:**

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

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	RP GROUP ANNUAL MEMBERSHIP SUBSCRIPTION JULY 1, 2019 THRU JUNE 30, 2020	1	EA	500.00	500.00	11/25/2019

500.00 Sub-total  
38.75 Est. tax

Total Requisition Amount: 538.75

PY PO #0001099731

<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	5300	11	FL.CP.PRDO	60100	00000	041A	500.00

Approval Signature	Approval Signature	Approval Signature
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the **RP**group

Research • Planning • Professional Development  
for California Community Colleges

## 2019-20 INSTITUTIONAL MEMBERSHIP INVOICE

Organization Name: Folsom Lake College

Total Due: \$500.00

Please make check or warrant payable to **“The RP Group”** and indicate college or district name on check payment.

Mail to:

369-B Third Street #397  
San Rafael, CA 94901

**Please complete and return the enclosed contact information form with your membership dues.**

You may also email a scanned copy of your contact information form to:  
[membership@rpgroup.org](mailto:membership@rpgroup.org)

If you have any questions, please feel free to contact:

Janis Olson  
The RP Group  
510-527-8500 ext. 276  
[jolson@rpgroup.org](mailto:jolson@rpgroup.org)

*The RP Group is a 501(c)3 non-profit corporation  
Federal identification number is 94-3207140*