

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASE ORDER NO 0001107336

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

Date	Revision	Page
08/06/2019		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	See Details
Reference:	Location / Dept	
1021132 ANDERSONJ HANEYB	04ADMN	

PLEASE SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

Supplier: 0000035839
SMARTSHEET INC
DEPT 3421
PO BOX 123421
DALLAS TX 75312-3421

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	SMARTSHEET BUSINESS PLAN (WITH ONE TIME DISCOUNT FOR PRORATED PLAN CHANGE -\$351.64).	1.00 JOB	1,128.37	1,128.37	08/01/2019

29 LICENSES @ 51.035 WITH A ONE TIME DISCOUNT OF \$ 351.64 APPLIED TO UNIT PRICE

PREPAY INVOICE 109625 DTD 7/20/2019
DISCOUNT HAS BEEN APPLIED TO THE TOTAL OF INVOICE

Paid Ch# 94-783504
8/08/19 Amt \$ 1128.37

Sub Total Amount	1,128.37
Sales Tax Amount	0.00
Total PO Amount	1,128.37

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5603	11	FL.VI.OFFC	60100	00000	041A	1,128.37	2020

0001021132CHAVEZA01-AUG-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

1167336

Supplier: SMARTSHEET INC
DEPT 3421
PO BOX 123421
DALLAS TX 75312-3421
United States

0000035839

Business Unit: GENFD		APPROVED
Req ID:	Date	Page
0001021132	07/29/2019	1
Requisition Name:		
SMARTSHEET- FLC		
Requester		
Jae Anderson		
Requester Signature		
Buyer: Brenda Haney		
Approved: CHAVEZA 01-AUG-2019		
Entered By: ANDERSOJ 29-JUL-2019		

email:

Ship To: RECEIVING
10 COLLEGE PARKWAY
FOLSOM CA 95630

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1,128.37 Sub-total
0.00 Est. tax

Total Requisition Amount: 1,128.37

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BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	5603	11	FL.VI.OFFC	60100	00000	041A	1,128.37

LRCCD

AUG 02 2019

PURCHASING

Approval Signature	Approval Signature	Approval Signature
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Requisition

Supplier: SMARTSHEET INC
DEPT 3421
PO BOX 123421
DALLAS TX 75312-3421
United States

0000035839

email:

Ship To: RECEIVING
10 COLLEGE PARKWAY
FOLSOM CA 95630

Business Unit:		GENFD	OPEN
Req ID:	Date	Page	
0001021132	07/29/2019	1	
Requisition Name:			
SMARTSHEET- FLC			
Requester			
Jae Anderson			
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: ANDERSOJ 29-JUL-2019			

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GENFD	5603	11	FL.VI.OFFC	60100	00000	041A	1,128.37

Approval Signature	Approval Signature	Approval Signature
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Invoice #INV109625

Invoice Date: 7/20/2019

Smartsheet Inc.
10500 NE 8th St Ste 1300
Bellevue WA 98004
United States

Bill To
Folsom Lake College
10 College Parkway
Folsom CA 95630
United States

Ship To
Folsom Lake College
10 College Parkway
Folsom CA 95630
United States

Account ID	Terms	Due Date	PO #	Memo
5261264	Net 30	8/19/2019		Prorated Upgrade

Category	Item	Rate	Qty	Units	Start Date	End Date	Amount
Subscription Service	One Time Discount	\$(351.64)	1	Ea			\$(351.64)
Subscription Service	Business Plan - Licensed Users	\$51.035	29	License	7/18/2019	12/7/2019	\$1,480.01

Subtotal	\$1,128.37 USD
Tax Total	\$0.00 USD
Total	\$1,128.37 USD
Amount Applied	(\$0.00) USD
Amount Due	\$1,128.37 USD

If paying electronically, please utilize our bank information below and note your customer name and invoice number in the payment details. To pay by credit card, a separate email has been sent to the primary billing contact on the account which includes login details for our Customer Center.

Electronic Payment Details:
Bank Detail: Silicon Valley Bank, 3003 Tasman Drive, Santa Clara, CA 95054, USA
Transit #: 121140399
Account #: 3301001766
SWIFT Code: SVBKUS6S
Federal Tax ID: 20-2954357

Check Payment Details:
Please note your invoice number and remit to the address below. Only USD checks are accepted.
Smartsheet Inc.
Dept 3421, PO BOX 123421
Dallas, TX 75312-3421

Questions? Email us at finance@smartsheet.com or call (425) 326-3995.

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