

# 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

**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	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

1107334

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

0000035839

<b>Business Unit:</b> GENFD		<b>APPROVED</b>
Req ID: 0001021132	Date: 07/29/2019	Page: 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

*108.7-19*

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	SMARTSHEET BUSINESS PLAN (WITH ONE TIME DISCOUNT FOR PRORATED PLAN CHANGE -\$351.64).	1	JOB	1,128.37	1,128.37	

29 Licenses @ 51.035 with a discount of \$ 351.64

1,128.37 Sub-total  
 0.00 Est. tax

Total Requisition Amount: 1,128.37

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

<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	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

<b>Business Unit:</b>		<b>GENFD</b>	<b>OPEN</b>
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			

**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

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

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

<b>Approval Signature</b>	<b>Approval Signature</b>	<b>Approval Signature</b>
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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

<b>Subtotal</b>	\$1,128.37 USD
<b>Tax Total</b>	\$0.00 USD
<b>Total</b>	\$1,128.37 USD
<b>Amount Applied</b>	(\$0.00) USD
<b>Amount Due</b>	\$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](mailto:finance@smartsheet.com) or call (425) 326-3995.

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