

LOS RIOS COMMUNITY COLLEGE DISTRICT

PURCHASE ORDER NO 0001108163

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
09/10/2019		1
Payment Terms	Freight Terms	Ship Via
NET 30	Shipping Point	See Details
Reference:	Location / Dept	
1022071 HARTK HANEYB	04ASPH10	

Supplier: 0000004339
POSTMASTER
1015 RILEY
FOLSOM CA 95630

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	USPS MARKETING MAIL PERMIT RENEWAL - PERMIT NO. 41 FOR FOLSOM LAKE COLLEGE (OCT. 7, 2019 - OCT. 6, 2020)	1.00 CHG	235.00	235.00	10/05/2019

PREPAY RENEWAL NOTICE - INCLUDE COPY WITH CHECK

Paid Ch# 94-785122
9/16/19 Amt \$ 235.00

Sub Total Amount	235.00
Sales Tax Amount	0.00
Total PO Amount	235.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5810	11	FL.CP.PISO	67100	00000	051C	235.00	2020

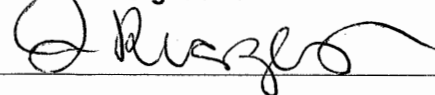
0001022071CHAVEZA06-SEP-2019

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: POSTMASTER
1015 RILEY
FOLSOM CA 95630
United States

0000004339

email:

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

Business Unit:		GENFD	OPEN
Req ID:	Date	Page	
0001022071	09/06/2019	1	
Requisition Name:			
USPS- FLC BULK MAIL RENEW			
Requester			
Kristy Hart			
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: HARTK 06-SEP-2019			

Line-Schd	Description	Quantity	UOM	Price	Extended Amt Due Date
1-1	USPS MARKETING MAIL PERMIT RENEWAL - PERMIT NO. 41 FOLSOM LAKE COLLEGE (OCT. 7, 2019 - OCT. 6, 2020)	1	CHG	235.00	235.00 10/05/2019

235.00 Sub-total
0.00 Est. tax

Total Requisition Amount: 235.00

PREPAY ATTACHED RENEWAL NOTICE

<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	5810	11	FL.CP.PISO	67100	00000	051C	235.00

Approval Signature	Approval Signature	Approval Signature
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FEE RENEWAL NOTICE

AUGUST 20, 2019

DONNA COLLIER-LANDAU
POSTMASTER
1015 RILEY ST
FOLSOM CA 95630-9998

* Fee payment is deferred as long as mailings are presented as Full Service and maintains a threshold of 90%.



LOS RIOS COMMUNITY COLLEGE DIS
BUSINESS SERVICES/JOANY HARMAN
10 COLLEGE PKWY
FOLSOM CA 95630-6798

Dear BUSINESS SERVICES/JOANY HARMAN

Your privilege to mail at presorted price(s) will expire on the date(s) shown below. If you plan to continue using your existing privilege(s), the fee(s) noted below must be paid prior to the indicated due date(s).

FEE TYPE	PERMIT TYPE	PERMIT #	EXP DATE	FEE COST
USPS Marketing Mail*	PI	41	10/06/2019	\$235.00



If you have paid the fee(s) shown above, please disregard this notice. It is recommended that fees be paid in advance to facilitate the acceptance of your mailings. Fee payments may be paid up to 60 days in advance of their expiration date. Please return this notice with your payment to the address below:

FOLSOM POST OFFICE
1015 RILEY ST
FOLSOM CA 95630-9998

Please make your check payable to POSTMASTER or U.S. POSTAL SERVICE®. Also, note on your check your permit number and type of service you are requesting. Thank you for your business. We look forward to continuing to serve your mailing needs.

Sincerely,

DONNA COLLIER-LANDAU
POSTMASTER
916-983-0371



FEE RENEWAL NOTICE

LOS RIOS COMMUNITY COLLEGE DIS
10 COLLEGE PKWY
FOLSOM LAKE COLLEGE RECEIVING
FOLSOM, CA 95630-6798



Dear BUSINESS SERVICES/JOANY HARMAN:

Your privilege to mail at presorted rate(s) will expire on the dates shown below. If you plan to continue using your existing privilege(s), the fee(s) noted below must be paid prior to the indicated due date(s).

Permit No	Permit Type	Fee Type	Fee Amount	Expiration Date
41	PI	USPS Marketing Mail*	\$235.00	Oct 6, 2019

* Fee payment is deferred as long as mailings are presented as Full Service and maintains a threshold of 90%.

If you have paid the fee(s) shown above, please disregard this notice. It is recommended that fees be paid in advance to facilitate the acceptance of your mailings. Fee payments may be paid up to 60 days in advance of their expiration date. Please return this notice with your payment to the address below:

Folsom Post Office
1015 Riley St
Folsom, CA 95630

Please make your check out to the POSTMASTER or to the U.S. POSTAL SERVICE. Also, note on your check your permit number and type of service you are requesting. Thank you for your business. We look forward to continuing to serve your postal needs.

Sincerely,

Donna Collier-Landau, Postmaster
(916) 983-0371
1015 Riley St
Folsom, CA 95630-9998