



FOLSOM LAKE COLLEGE  
EL DORADO CENTER | RANCHO CORDOVA CENTER

10 College Parkway  
Folsom, CA 95630

PURCHASE ORDER NO. CBF21002B

PO Date: Aug 4, 2020 Date Required: Aug 15, 2020

Ordered By: Michele Steiner Requisition #: F21013

VENDOR: FOLLETT HIGHER EDUCATION GROUP INC.  
3146 SOLUTIONS CENTER  
CHICAGO IL 60677-3001

SHIP TO: FOLSOM LAKE COLLEGE  
RECEIVING  
10 COLLEGE PARKWAY  
FOLSOM, CA 95630

BILL TO: FOLSOM LAKE COLLEGE  
ATTN: BUSINESS SERVICES  
10 COLLEGE PARKWAY  
FOLSOM, CA 95630

VID 2439

| Line # | Item/Description                                                                                           | QTY  | UOM | PO Price     | Extended Amount |
|--------|------------------------------------------------------------------------------------------------------------|------|-----|--------------|-----------------|
| 1      | BLANKET PURCHASE ORDER FOR TEXTBOOKS FOR RC PROMISE PROGRAM 8/15/2020 - 5/31/2021                          | 1.00 | EA  | \$50,000.000 | \$50,000.00     |
|        | AUTHORIZED SIGNERS: MICHELE STEINER; WHITNEY YAMAMURA; AUGUSTINE CHAVEZ                                    |      |     |              |                 |
|        | SEND INVOICES TO Michele Steiner michele.steiner@losrios.edu and cc Deana Visentin visentd@flc.losrios.edu |      |     |              |                 |
|        | Shipping/Handling (taxable)                                                                                |      |     |              |                 |

INSTRUCTIONS:

ALL INVOICES MUST INCLUDE STUDENT NAME, STUDENT ID NUMBER AND SEMESTER PURCHASE IS FOR.

State Tax % .00%

|                 |             |
|-----------------|-------------|
| Sub Total       | \$50,000.00 |
| State Tax       | \$0.00      |
| Shipping        |             |
| Total PO Amount | \$50,000.00 |

All shipments, invoices, and correspondence must be identified with our Purchase Order Number  
Direct all deliveries and delivery documents to the SHIP TO address.  
Direct all correspondence and invoices to the BILL TO address.  
NO PAYMENT will be made without an invoice.

Payment Terms: NET 30

AUTHORIZED SIGNATURE AND DATE  
*Augustine Chavez* 8/10/20

**CHECK ONE**

ASG(71,72)

College Act. Trust(81)

Foundation(83)

IR(13,14)

## CAMPUS-BASED REQUISITION

8/4/20

DATE

VENDOR Follett Higher Education Grp Inc

REQ. # CBF F21013

ADDRESS \_\_\_\_\_

PO REQUIRED(circle one) YES  NO

CITY \_\_\_\_\_

P.O. # CBF \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DATE REQUIRED \_\_\_\_\_

| ITEM | DESCRIPTION                                                     | QTY | UNIT | UNIT PRICE | TOTAL        |
|------|-----------------------------------------------------------------|-----|------|------------|--------------|
| 1    | Blanket purchase order for textbooks for RC Promise program for |     |      |            | \$ 50,000.00 |
| 2    | the period 7/1/20 - 5/31/21.                                    |     |      |            |              |
| 3    |                                                                 |     |      |            |              |
| 4    |                                                                 |     |      |            |              |
| 5    |                                                                 |     |      |            |              |
| 6    |                                                                 |     |      |            |              |
| 7    |                                                                 |     |      |            |              |
| 8    |                                                                 |     |      |            |              |
| 9    |                                                                 |     |      |            |              |
| 10   |                                                                 |     |      |            |              |

**Check Distribution**

Call Student, Hold for pick up # \_\_\_\_\_

Call \_\_\_\_\_, Hold for pick up # \_\_\_\_\_

Forward to \_\_\_\_\_

Inter-Campus mail to \_\_\_\_\_

USPS mail

Other \_\_\_\_\_

|              |                     |
|--------------|---------------------|
| Sub-Total    | \$ 50,000.00        |
| Sales Tax    |                     |
| Freight      |                     |
| <b>TOTAL</b> | <b>\$ 50,000.00</b> |

RC Promise    BANFL / 7500    / 83 / FL.CP.FOUN / 73200 / 00000 / 6416 \$ \_\_\_\_\_

Account Name                      Bus Unit                      Account                      Fund                      Department                      Program                      Class                      Project                      Amount

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ \$ \_\_\_\_\_

Account Name                      Bus Unit                      Account                      Fund                      Department                      Program                      Class                      Project                      Amount

AUTHORIZED *Keane Visconti*  
Club Officer/Requestor

APPROVED *Michael K&S*  
Faculty Advisor/Administrator

Business Services Use Only

Budget Checked \_\_\_\_\_ Vendor ID 2439

Voucher # \_\_\_\_\_ Date \_\_\_\_\_

Warrant # \_\_\_\_\_ Date \_\_\_\_\_