

LOS RIOS COMMUNITY COLLEGE DISTRICT

1919 Spanos Court • Sacramento, CA 95825-3981

P.O. No. F4009

Date 09/14/2020

LIMITED PURCHASE ORDER
(Not to Exceed \$1000.00)

VENDOR NAME AND ADDRESS: OFFICE DEPOT 4720 NORTHGATE BLVD SACRAMENTO, CA 95834	DELIVERY INSTRUCTIONS: <input type="checkbox"/> Deliver to Address Below (Check one) <input type="checkbox"/> Will Call FOLSOM LAKE COLLEGE 10 COLLEGE PARKWAY FOLSOM, CA 95630
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ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	INTERDEPARMENT STRING & BUTTON CLOSURE ENVELOPES	10	EACH		45.99	459.90
2	9" X 12", 1-SIDED NARROW RULE, BROWN, BOX OF 100					
3	ITEM # 254755					
4	Paid:					
5	Check#: 94-806186					
6	Date: 10/15/20					
7	Amount: \$495.54					
8	Voucher#:					
9						
10						

Purchases Charged to Categorical Programs, Grants or Special Projects This purchased is in compliance with the requirements of: STRONG WORKFORCE - PREP Program Name VICTORIA MARYATT For grants/special projects 483Z <small>Program Director/Coord. Signature Project/Grant Number</small>	SUB-TOTAL \$ 459.90 SALES TAX \$ 35.64 TOTAL (Not to Exceed \$1000.00) \$ 495.54
STUDENT INSTRUCTIONAL MATERIALS - PREP <small>Program Goal/Objective Number/Explanation</small>	

VENDOR: Reference P.O. number on all invoices and packing slips. Total invoice may not exceed \$1000.00 including tax and shipping costs. Mail invoices in duplicate to: Los Rios Community College District, Accounting Department, 1919 Spanos Court, Sacramento, CA 95825.

I hereby certify the items/services listed above shall be obtained in accordance with District Policy, Conflict of Interest Code, P-8631 Section 3.0., and all other applicable district, state, and federal policies, rules, regulations, and laws.	Received by _____ Date _____ GENFD / 4500 / 12 / FL.VI.SWPA Bus. Unit Account Fund Org
COLEEN MESA 09/14/2020 REQUESTED BY: TYPED/PRINT DATE	60100 / 00000 / 2021 / 483Z \$ 495.54 Program Sub-Class BY Proj/Grnt Amount
COLEEN MESA 09/14/2020 REQUESTED BY: SIGNATURE DATE	_____ / _____ / _____ / _____ Bus. Unit Account Fund Org
VICTORIA MARYATT 09/14/2020 APPROVED: DEAN OR OTHER AUTHORIZED SIGNATURE DATE	_____ / _____ / _____ / _____ Bus. Unit Account Fund Org
AUGUSTINE CHAVEZ 09/14/2020 APPROVED: VICE PRESIDENT, ADMINISTRATION DATE	_____ / _____ / _____ / _____ Program Sub-Class BY Proj/Grnt Amount

Quality Park® Interdepartment String & Button Closure Envelopes, 9" x 12", 1-Sided Narrow Rule, Brown, Box Of 100 Item # 254755

★★★★☆ (2) | [Description](#) | [Share](#) | [Print](#)



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\$45.99 / carton

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Qty

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Order# 125788340-001

Summary

PO #: F4009
Release:
DEPTNAM:
Last Updated: 09/19/2020
Updated By: UN08
Order Date: 09/17/2020
Delivery Date: 09/22/2020
Comments:

Shipping

Address:
FOLSOM LAKE COLLEGE
10 COLLEGE PKWY
DLV TUE/THUR 10 AM - 1 PM
FOLSOM, CA
95630-6798
USA
Ship to id:
FLC-FOLSOMCAMPUS

Billing

Account#: 89574855
Contact: VICTORIA MARYATT
1 (916) 484-8643
Payment Method:
Account Billing

ORDER NUMBER	STATUS	TOTAL
125788340-001 - Parent Order	Delivered	\$493.06



\$45.99 / carton

Quality Park® Interdepartment String & Button Closure Envelopes, 9" x 12", 1-Sided Narrow Rule, Brown, Box Of 100

Item #254755

QUANTITY	BACK ORDER	SHIPPED	TOTAL
10	0	10	\$459.90

COMMENTS:
PO F4009

Delivery only

Subtotal:	\$617.20
Delivery Fee:	\$0.00
Adjustments:	\$157.30
Discount:	(\$2.30)
Taxes:	\$35.46
Total:	\$493.06