

LIMITED PURCHASE ORDER
 (Not to Exceed \$1000.00)

VENDOR NAME AND ADDRESS: OFFICE DEPOT	DELIVERY INSTRUCTIONS: <input type="checkbox"/> Deliver to Address Below (Check one) <input type="checkbox"/> Will Call FOLSOM LAKE COLLEGE - LIBRARY ATTN: TANYA GEORGE
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ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	COSCO PREMIUM LARGE BROWN PAPER SHOPPING BAGS	3	EACH		20.00	60.00
2	10"W X 13"L - KRAFT - PAPER 50/BOX- SHOPPING ITEM # 735965					
3						
4	PAID					
5	CHECK #: 0094809958					
6	DATE: 2/18/21					
7						
8	AMOUNT \$: 64.65					
9	VOUCHER #:					
10						

Purchases Charged to Categorical Programs, Grants or Special Projects This purchased is in compliance with the requirements of: _____ Program Name _____ For grants/special projects _____ Program Director/Coord. Signature Project/Grant Number _____ Program Goal/Objective Number/Explanation	SUB-TOTAL 60.00 SALES TAX 4.65 TOTAL (Not to Exceed \$1000.00) 64.65
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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.

TANYA GEORGE 01/19/21 REQUESTED BY: TYPED/PRINT DATE	Received by _____ Date _____ GENFD / 4500 / 11 / FL.VI.LIBR Bus. Unit Account Fund Org
TANYA GEORGE 01/19/21 REQUESTED BY: SIGNATURE DATE	61200 / 00000 / 2021 / 041A \$ 64.65 Program Sub-Class BY Proj/Grnt Amount
APPROVED: DEAN OR OTHER AUTHORIZED SIGNATURE DATE	Bus. Unit Account Fund Org / / / /
APPROVED: VICE PRESIDENT, ADMINISTRATION DATE	Program Sub-Class BY Proj/Grnt \$ Amount

Office DEPOT, Inc.

Office Depot, Inc
PO BOX 7241
SIOUX FALLS SD
57117-7241

THANKS FOR YOUR ORDER

IF YOU HAVE ANY QUESTIONS
OR PROBLEMS, JUST CALL US
FOR CUSTOMER SERVICE ORDER: (888) 263-3423
FOR ACCOUNT: (800) 721-6592

FEDERAL ID:59-2663954

INVOICE NUMBER	AMOUNT DUE	PAGE NUMBER
148845488001	64.65	Page 2 of 2
INVOICE DATE	TERMS	PAYMENT DUE
22-JAN-21	Net 30	27-FEB-21

BILL TO:

ATTN: ACCTS PAYABLE
LOS RIOS COMMUNITY COLLEG
COLLEGE DIST
1919 SPANOS CT
SACRAMENTO CA 95825-3981

001139-000361

SHIP TO:

FOLSOM LAKE COLLEGE
DLV TUE/THUR 10 AM - 1 PM
10 COLLEGE PKWY
FOLSOM CA 95630-6798



ACCOUNT NUMBER	PURCHASE ORDER	SHIP TO ID	ORDER NUMBER	ORDER DATE	SHIPPED DATE		
89574855	F4023	FLC-FOLSOMCAMPUS	148845488001	21-JAN-21	22-JAN-21		
BILLING ID	ACCOUNT MANAGER	RELEASE	ORDERED BY	DEPT NAME	COST CENTER		
39589			JEN TAYLOR				
CATALOG ITEM #/ MANUF CODE	DESCRIPTION/ CUSTOMER ITEM #	U/M TAX	QTY ORD	QTY SHP	QTY B/O	UNIT PRICE	EXTENDED PRICE

	SUB-TOTAL	60.00
	DELIVERY	0.00
	SALES TAX	4.65
	TOTAL	64.65

All amounts are based on USD currency

To return supplies, please repack in original box and insert our packing list, or copy of this invoice. Please note problem so we may issue credit or replacement, whichever you prefer. Please do not ship collect. Please do not return furniture or machines until you call us first for instructions. Shortage or damage must be reported within 5 days after delivery.

001139-000361

DETACH HERE

CUSTOMER NAME	BILLING ID	INVOICE NUMBER	INVOICE DATE	INVOICE AMOUNT	AMOUNT ENCLOSED
LOS RIOS COMMUNITY COLLEG	39589	148845488001	22-JAN-21	64.65	

FL0 000395897 1488454880010 00000006465 1 5

Please Send Your Check to:

OFFICE DEPOT, INC.
PO Box 29248
Phoenix AZ 85038-9248

Please return this stub with your payment to ensure prompt credit to your account.

Please DO NOT staple or fold. Thank You.

Office DEPOT, Inc.

Office Depot, Inc
PO BOX 7241
SIOUX FALLS SD
57117-7241

10000

ORIGINAL INVOICE

THANKS FOR YOUR ORDER

IF YOU HAVE ANY QUESTIONS
OR PROBLEMS, JUST CALL US
FOR CUSTOMER SERVICE ORDER: (888) 263-3423
FOR ACCOUNT: (800) 721-6592

FEDERAL ID: 59-2663954

INVOICE NUMBER	AMOUNT DUE	PAGE NUMBER
148845488001	64.65	Page 1 of 2
INVOICE DATE	TERMS	PAYMENT DUE
22-JAN-21	Net 30	27-FEB-21

BILL TO:

001139-000361
ATTN: ACCTS PAYABLE
LOS RIOS COMMUNITY COLLEG
COLLEGE DIST
1919 SPANOS CT
SACRAMENTO CA 95825-3981

SHIP TO:

FOLSOM LAKE COLLEGE
DLV TUE/THUR 10 AM - 1 PM
10 COLLEGE PKWY
FOLSOM CA 95630-6798



ACCOUNT NUMBER	PURCHASE ORDER	SHIP TO ID	ORDER NUMBER	ORDER DATE	SHIPPED DATE		
89574855	F4023	FLC - FOLSOMCAMPUS	148845488001	21-JAN-21	22-JAN-21		
BILLING ID	ACCOUNT MANAGER	RELEASE	ORDERED BY	DEPT NAME	COST CENTER		
39589			JEN TAYLOR				
CATALOG ITEM #/ MANUF CODE	DESCRIPTION/ CUSTOMER ITEM #	U/M	QTY ORD	QTY SHP	QTY B/O	UNIT PRICE	EXTENDED PRICE
735965 COS091565	BAG,SHOP,10X13,PPR,50,BN 735965	BX	3	3	0	20.000	60.00

To ensure timely and accurate application of your payment, please include the following on your remittance: account number, invoice number, and the amount you are paying for each invoice.

CONTINUED ON NEXT PAGE...

Order# 148845488-001

Orders Order By Item Shopping Lists Bulletin Board Brand Identity Subscriptions

Summary	Shipping	Billing
<p>PO #: F4034</p> <p>Release:</p> <p>DEPTNAM:</p> <p>Last Updated: 01/22/2021</p> <p>Updated By: UN08</p> <p>Order Date: 01/20/2021</p> <p>Delivery Date: 02/01/2021</p> <p>Comments:</p>	<p>Address:</p> <p>FOLSOM LAKE COLLEGE 10 COLLEGE PKWY DLV TUE/THUR 10 AM - 1 PM FOLSOM, CA 95630-6798 USA</p> <p>Ship to id:</p> <p>FLC-FOLSOMCAMPUS</p>	<p>Account#: 89574855</p> <p>Contact: JEN TAYLOR 1 (916) 608-6635</p> <p>Payment Method: Account Billing</p>

ORDER NUMBER	STATUS	TOTAL
148845488-001 - Parent Order	Delivered	\$64.65



\$20.00 / box

COSCO Premium Large Brown Paper Shopping Bags - 10" Width x 13" Length - Kraft - Paper - 50/Box - Shopping
Item #735965

QUANTITY	BACK ORDER	SHIPPED	TOTAL
3	0	3	\$60.00

COMMENTS:

Delivery only

Subtotal:	\$106.47
Delivery Fee:	\$0.00
Adjustments:	\$46.47
Taxes:	\$4.65
Total:	\$64.65

OFFICE DEPOT #1105

800 W BRYN MAWR AVE
ITASCA IL 60143-1503

SHIP TO

FOLSOM LAKE COLLEGE
10 COLLEGE PKWY
JEN TAYLOR
DLV TUE THUR 10 AM - 1 PM
FOLSOM CA 95630

18384458-1135 01/21/2021
47D9R4D

OMS# BFBLSL

CPO# F4023
SHIP VIA: UPS
RefDa18384458-1135

Item Number Ordered As	Description	UM	Quantity Ord Ship	Unit Price	Price
COS 091565	BAG,SHOP,10X13,50/BX,BRKR 1	BX	3 ✓ 3 ✓		
EDI 1 0735965 3 BX					
PO# F4034					

2CVD 1/25/21

THANK YOU FOR YOUR ORDER
SEE REVERSE SIDE
FOR RETURNS INFORMATION



PAGE NO: 1
LAST PAGE: 1 PL INSIDE

PO# F4034