

**COMPLETED****Los Rios Community College District****PURCHASE ORDER NO 0001118215**

Purchasing: (916)568-3071 \* FAX (916) 568-3145  
 LRCCDpurchase@losrios.edu

Accounting Ops: (916)568-3065 \* FAX (916) 286-3636  
 Acctg-ops@losrios.edu

**PLEASE SEE TERMS AND CONDITIONS APPENDED TO THIS PO**

<b>Date</b> 10/19/2021	<b>Revision</b>	<b>Page</b> 1
<b>Payment Terms</b> NET 30	<b>Freight Terms</b> Shipping Point	<b>Ship Via</b> Best Method
<b>Reference:</b> 1032916 CAMPBELL ROUILLERS	<b>Location / Dept</b> 04ADMN PRES	

**Supplier:** 0000008992  
 4 IMPRINT  
 101 COMMERCE STREET  
 PO BOX 320  
 OSHKOSH WI 54901

**Phone:** (877) 446-7746  
**Fax:** (800) 355-5043

**email:** okirchner@4imprint.com

**Ship To:** FOLSOM LAKE COLLEGE  
 RECEIVING  
 10 COLLEGE PARKWAY  
 FOLSOM CA 95630-6798  
 United States

**Bill To:** LRCCD  
 Invoice to: acctg-ops@losrios.edu  
 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 <b>REC</b>	112703-8G - SWING USB DRIVE - 8GB - 3 DAY	25.00 EA	6.29	157.25	11/02/2021
2- 1	SET-UP CHARGE (PER ORDER LINE)	1.00 EA	30.00	30.00	11/02/2021
3- 1	FREIGHT	1.00 EA	7.22	7.22	11/02/2021

PER ORDER# 21886747

FLC RECEIVING HOURS: M-F, 7:30AM - 4PM

**PAID****CHECK #:** 0094824143**DATE:** 2-10-22**AMOUNT:** 208.98**VOUCHER#:** 00618119

**Sub Total Amount**  
**Sales Tax Amount**  
**Total PO Amount**

194.47
14.52
208.99

BU	Acct	Fd	Org	Proj	Sub	Proj	Amount	BYear
GENFD	4500	11	FL.CP.OFFC	60100	00000	041A	208.99	2022

0001032916CHAVEZA18-OCT-2021

Verification of this purchase order can be made using the Los Rios Community College District web site listed below.

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 good and delivery documents to the Receiving Department at the site. Failure to so do will delay payment processing. Vendor is responsible for obtaining verification of delivery by authorized Receiving Room personnel. Receipt of good 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:** 4 IMPRINT 0000008992  
 101 COMMERCE STREET  
 PO BOX 320  
 OSHKOSH WI 54901  
 United States  
**Phone:** (877) 446-7746 **Fax:** (800) 355-5043  
**email:** okirchner@4imprint.com

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

<b>Business Unit:</b>		<b>GENFD</b>	<b>OPEN</b>
Req ID:	Date	Page	
0001032916	10/13/2021	1	
Requisition Name:			
4Imprint			
Requester			
Lindsey Campbell			
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: CAMPBELL 13-OCT-2021			

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	SWING USB DRIVE (8 GB) ORDER	25	EA	6.29	157.25	10/22/2021
2-1	SET-UP CHARGE	1	EA	30.00	30.00	10/22/2021
3-1	FREIGHT	1	EA	7.22	7.22	10/22/2021

194.47 Sub-total  
 14.52 Est. tax

Total Requisition Amount: 208.99

ORDER# 21886747

<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	4500	11	FL.CP.OFFC	60100	00000	041A	194.47

Approval Signature	Approval Signature	Approval Signature
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101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com  
Tel: 877-446-7746  
Fax: 800-355-5043

<b>Main Address</b> 10 College Parkway Folsom CA 95630 USA	<b>Invoice Address</b> F.A.O. Accounts Payable 10 College Parkway Folsom CA 95630 USA	<b>Delivery Address</b> Lindsey Campbell 10 College Parkway Folsom CA 95630 USA Tel: (916) 608-6572
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<b>Order Confirmation</b>	21886747	<b>Order Date:</b>	10/13/2021
<b>Account Rep</b>	Rebecca Mallard	<b>Account Number.:</b>	5389239
<b>Administrator</b>	Rebecca Mallard	<b>Cust Ref.:</b>	
<b>Contract User Id</b>			

Swing USB Drive - 8GB - 3 Day Colors (base, trim): BASE, TRIM				
Qty	Item #	Description	Unit	Total
25	112703-8G	Swing USB Drive - 8GB - 3 Day	6.2900	157.25
1		Set-Up Charge(Per Order Line)	30.0000	30.00
		<b>Freight</b>		7.22
		<b>Tax</b>		14.51
		<b>Total</b>		208.98

## Artwork Instructions:

**Product Color (Base, Trim):** Aqua Silver  
**Imprint Location:** Centered on Top - Loop Right  
**Imprint Colors:** Pantone Black (Standard)

**Grand Total:** 208.98

Information Regarding Sales Tax: 4imprint currently collects sales tax on orders shipped to all states that impose a sales tax, as well as the District of Columbia and Puerto Rico. If your organization is exempt in any of the states or jurisdictions where we collect sales tax, please supply your Customer Care Representative with the appropriate tax exemption or resale certificate. For more information, please consult the website of the relevant tax agency.

## Shipment Details

**Ship To:**  
Address as above

Qty	Item #	Must Ship	Carrier, Service	Due Date	Freight
25	112703-8G	10/18/2021	UPS Ground (Parcel)	11/19/2021	7.22

# Packing List

Order Number: **M6967677**

Customer PO: 218867471

Customer: NE4800  
4 IMPRINT

Ship Date: <b>10/25/2021</b>	<b>Ship From:</b> 4 IMPRINT 101 COMMERCE STREET PO BOX 320 OSHKOSH, WI 54901 US	<b>Ship To:</b> FOLSOM LAKE COLLEGE ATTN: LINDSEY CAMPBELL 10 COLLEGE PARKWAY REF: PO1118215 FOLSOM, CA 95630 US
Ship Method: <b>MUPX4</b>		
In Hand: <b>10/29/2021</b>		

Item	Description	Color	Size	Qty
1690-53AQ	Rotate Flash Drive 8GB (includes 9997-55GB: USB Memory GB (small))	Aqua (AQ)		25

**LINE 1**

**L#1 AS PER PS THIS HAS BEEN REC. 10/29/21 mkn**

PO #000 1118 215

RCVR #000 109 87 00

10/29/21

Babe



101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

877-446-7746

800-355-5043

LINDSEY CAMPBELL  
FOLSOM LAKE COLLEGE  
10 COLLEGE PKWY  
FOLSOM CA 95630-6798

**Shipping Address**

Lindsey Campbell  
po1118215  
Folsom Lake College  
10 College Parkway  
Folsom, CA 95630  
USA  
Tel: (916) 608-6572

**Invoice Number** 9417634

**Account No.** 5389239

**Invoice Date** October 28, 2021

**Account Rep.** Rebecca Mallard

**Reference No** po1118215

**Our Order No.** 21886747

Item		Swing USB Drive - 8GB - 3 Day	Colors	(USB,Cover): Aqua, Silver		
Qty	Item #	Description	Unit \$	Price \$	Total \$	
25	112703-8G	Swing USB Drive - 8GB - 3 Day	6.2900	157.25	157.25	
1	Set-Up Charge	Set-Up Charge(Per Order Line)	30.0000	30.00	30.00	
		Freight		7.22	7.22	
				<b>Tax</b>	14.51	
					208.98	

**Total Net** 194.47

**Total Tax** 14.51

**Grand Total** 208.98

**Total Due** 208.98

*Please ensure that payment is received by Nov 27 2021.*

**Thank You! We appreciate your business.**

**Any overruns you may have received are yours with our compliments.**

- To ensure proper credit to your account, please quote "9417634/5389239" on your check or remittance.
- If you are not satisfied with your order, please call 1-800-300-0764. All claims must be made within 5 days of receipt.
- Any questions regarding your invoice? Please call 1-800-982-8979. Our terms are Net 30.
- Please make checks payable to 4imprint, Inc.

**4imprint Federal ID #39-1837105, GSA Contract # GS-07F-9626S.** A Late Payment Charge based on maximum annual percentage allowed by your state law will be applied to this balance owed under this invoice when the invoice becomes past due. The purchaser agrees to pay all of the company's reasonable attorney's fees and any collection agency fees incurred in the collection of any amount owed hereunder and not paid when due. Purchaser agrees to pay any sales or use tax. No credit will be issued for returned merchandise without our consent. This invoice is a conditional acceptance by the seller of the buyer's offer to purchase seller's goods. It may contain terms which differ from or add to those contained in the buyer's purchase order, and to the extent that this is the case, the seller hereby expressly conditions its acceptance of the buyer's offer on the buyer's assent to the additional or different terms. The buyer's receipt and retention of the goods covered by this invoice constitutes acceptance of any such additional or different terms. The buyer and seller agree that any contract hereby entered into has been made and is to be construed according to our State Law.

**To Pay Your Invoice Online Please Visit:**

[www.4imprint.com/payinvoice](http://www.4imprint.com/payinvoice)

**To Remit By Check:**

**4imprint, Inc.**

**25303 Network Place**

**Chicago, IL 60673-1253**