

**COMPLETED****Los Rios Community College District****PURCHASE ORDER NO 0001119272**

Purchasing: (916)568-3071  
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**

**Supplier:** 0000008992  
4 IMPRINT  
25303 NETWORK PL  
CHICAGO IL 60673-1253

<b>Date</b> 12/23/2021	<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> 1034032 MESAC ROUILLERS	<b>Location / Dept</b> 04CYPH144	

**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

email:

Tax Exempt? N

Line-Sch	Item/Description	Quantity UOM	PO Price	Extended Amt	Due Date
1- 1	102817-P COLORPLAY PERFECT BOUND RECYCLED NOTEBOOK	1,000.00 EA	3.85	3,850.00	01/06/2022
2- 1	#1 COUPON CODE	1.00 EA	-390.00	-390.00	01/06/2022
3- 1	#1 SET-UP CHARGE (1ST COLOR)	1.00 EA	50.00	50.00	01/06/2022
4- 1	#1 FREIGHT	1.00 EA	416.15	416.15	01/06/2022
5- 1	144145 GLOSS PAPER TWO-POCKET PRESENTATION FOLDER	1,210.00 EA	1.04	1,258.40	01/06/2022
6- 1	#2 COUPON CODE	1.00 EA	-127.84	-127.84	01/06/2022
7- 1	#2 SET-UP CHARGE (1ST COLOR)	1.00 EA	20.00	20.00	01/06/2022
8- 1	#2 FREIGHT	1.00 EA	166.77	166.77	01/06/2022

PRE-PAY PRO-FORMA INVOICE# 22203625

**PAID****CHECK #: 0094822874****DATE: 1/5/22****AMOUNT \$: 5604.67****VOUCHER #: 00615869**

<b>Sub Total Amount</b>	5,243.48
<b>Sales Tax Amount</b>	361.20
<b>Total PO Amount</b>	5,604.68

<u>BU</u>	<u>Acct</u>	<u>Fd</u>	<u>Org</u>	<u>Prog</u>	<u>Sub</u>	<u>Proj</u>	<u>Amount</u>	<u>BYear</u>
GENFD	4500	12	FL.VI.REEN	60100	00000	478P	5,604.68	2022

0001034032CHAVEZA22-DEC-2021

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.

# Los Rios Community College District

PURCHASE ORDER NO 0001119272

Purchasing: (916)568-3071  
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

**Supplier:** 0000008992  
4 IMPRINT  
25303 NETWORK PL  
CHICAGO IL 60673-1253

email:

<b>Date</b>	<b>Revision</b>	<b>Page</b>
12/23/2021		2
<b>Payment Terms</b>	<b>Freight Terms</b>	<b>Ship Via</b>
NET 30	Shipping Point	Best Method
<b>Reference:</b>	<b>Location / Dept</b>	
1034032 MESAC ROUILLERS	04CYPH144	

**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
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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 email address: LRCCDpurchase@losrios.com.

<https://psreports.losrios.edu/PurchaseOrderInformation.asp>

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**  
**AUTHORIZED SIGNATURE ON**  
**PO TOTAL PAGE**

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MATERIAL SAFETY DATA SHEETS (MSDS) must be provided with the delivery of product as required by law.

# Requisition

**Supplier:** 4 IMPRINT  
25303 NETWORK PL  
CHICAGO IL 60673-1253  
United States

0000008992

**email:**

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

<b>Business Unit:</b>		<b>GENFD</b>	<b>OPEN</b>
Req ID:	Date	Page	
0001034032	12/17/2021	1	
Requisition Name:			
4 Imprint-REEN-CM			
Requester			
Colleen Mesa			
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: MESAC 17-DEC-2021			

Line-Schd	Description	Quantity	UOM	Price	Extended Amt Due Date
1-1	102817-P COLORPLAY PERFECT BOUND RECYCLED NOTEBOOK	1,000	EA	3.85	3,850.00
2-1	#1 COUPON CODE	1	EA	-390.00	-390.00
3-1	#1 SET-UP CHARGE (1ST COLOR)	1	EA	50.00	50.00
4-1	#1 FREIGHT	1	EA	416.15	416.15
5-1	144145 GLOSS PAPER TWO-POCKET PRESENTATION FOLDER	1,210	EA	1.04	1,258.40
6-1	#2 COUPON CODE	1	EA	-127.84	-127.84
7-1	#2 SET-UP CHARGE (1ST COLOR)	1	EA	20.00	20.00
8-1	#2 FREIGHT	1	EA	166.77	166.77

5,243.48 Sub-total  
395.91 Est. tax

Total Requisition Amount: 5,639.39

PREPAY PROFORMA INVOICE 22203625  
PLEASE SETUP 2 WAY MATCH

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	4500	12	FL.VI.REEN	60100	00000	478P	5,243.48

## Purchases Charged to Catagorical Programs, Grants or Special Project.

Program Name: REEN  
Project Grant: 478P  
Program Director: Mari Peshon  
Program Goal:

Approval Signature

Approval Signature

Approval Signature



101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

Toll Free: 877-446-7746

Free Fax: 800-355-5043

**Main Address**

COLLEEN MESA  
FOLSOM LAKE COLLEGE  
10 COLLEGE PKWY  
FL1-47  
FOLSOM, CA 95630-6798

**Invoice Address**

Colleen Mesa  
Folsom Lake College  
10 College Parkway  
FL1-47  
Folsom CA 95630  
USA

**Shipping Address**

Colleen Mesa  
Folsom Lake College  
10 COLLEGE PKWY  
FL1-47  
FOLSOM, CA 95630-6798  
USA  
Tel: 916-608-6927

**Order Number:** 22203625

**Order Date:** December 17 2021

**Account No:** 4494980

**Reference No:**

**Questions Call:** Wyatt Decker-Lipka

**Phone:** 877-446-7746 Ext. 8807

**Fax:** 800-355-5043

**Email:** wdeckerlipka@4imprint.com

Item		Colorplay Perfect Bound Recycled Notebook		Colors	(Cover,Cover): Black, Black	
Qty	Item #	Description	Unit \$	Price \$	Total \$	
1,000	102817-P	Colorplay Perfect Bound Recycled Notebook	3.8500	3,850.00	3,850.00	
1	Coupon	Coupon Code	-390.0000	-390.00	-390.00	
1	Set-Up Charge	Set-Up Charge	50.0000	50.00	50.00	
		Freight		416.15	416.15	
				<b>Tax</b>	272.03	
					4,198.18	

**Artwork Instructions**

Product Color (Base, Trim): Black,Black

Imprint Location: Front Cover - Center

Imprint Colors: Pantone 321C Turquoise

Item		Gloss Paper Two-Pocket Presentation Folder		Colors	(Cover,Inside/Pockets): Black, Black	
Qty	Item #	Description	Unit \$	Price \$	Total \$	
1,210	144145	Gloss Paper Two-Pocket Presentation Folder	1.0400	1,258.40	1,258.40	
1	Coupon	Coupon Code	-127.8400	-127.84	-127.84	
1	Set-Up Charge	Set-Up Charge (1st Color)	20.0000	20.00	20.00	
		Freight		166.77	166.77	
				<b>Tax</b>	89.16	
					1,406.49	

**Artwork Instructions**

Product Color (Base, Trim): Black,Black

Imprint Location: Front - Upper Center

Imprint Colors: Teal 323

**Grand Total** 5,604.67



101 Commerce St  
PO Box 320  
Oshkosh, WI 54901

www.4imprint.com

Toll Free: 877-446-7746

Free Fax: 800-355-5043

Order Number: 22203625  
Order Date: December 17 2021  
Account No.: 4494980

Questions Call: Wyatt Decker-Lipka  
Phone: 877-446-7746 Ext. 8807  
Fax: 800-355-5043  
Email: wdeckerlipka@4imprint.com

**Thank You! We appreciate your business.**  
**Any overruns you may have received are yours with our compliments.**

- If paying by credit card, please contact your customer service representative with your credit card details.
- To ensure proper credit to your account, please quote "22203625/4494980" 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

**4imprint Federal ID #39-1837105.** 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.

Please visit our website - [www.4imprint.com](http://www.4imprint.com) <<http://www.4imprint.com>> To review our privacy policy please visit <https://www.4imprint.com/info/privacy>

**Please Remit to:**  
**4imprint, Inc.**  
**25303 Network Place**  
**Chicago, IL 60673-1253**

**Shipment Details**

Shipment to	Qty	Item #	Estimated Ship Date	Carrier, service	Delivery Date	Freight
Address as above.	1000	102817-P		UPS Ground CWT	Dec 17 2021	416.15
	1210	144145		UPS Ground (Parcel)	Dec 17 2021	166.77