

# Los Rios Community College District

**PURCHASE ORDER NO B220088**

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> 06/29/2021	<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> 1030233 TAYLORJ HANEYB		<b>Location / Dept</b> 04ADMN

**Supplier:** 0000011574  
CITIBANK  
P O BOX 269010  
SACRAMENTO CA 95826-9002

**email:**

**Ship To:** FOLSOM LAKE COLLEGE  
RECEIVING  
10 COLLEGE PARKWAY  
FOLSOM CA 95630  
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	BLANKET PURCHASE ORDER FOR FLC, EDC, RCC TRAVEL - CITIBANK VISA CENTRALLY BILLED ACCOUNT NUMBER ENDING IN 003661 VALID 07/01/21 TO 06/30/2022	1.00 EA	1,500.00	1,500.00	06/30/2022

<b>Sub Total Amount</b>	1,500.00
<b>Sales Tax Amount</b>	0.00
<b>Total PO Amount</b>	1,500.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	5200	11	FL.VA.BSOF	60100	00000	042I	1,500.00	2022

0001030233CHAVEZA24-MAY-2021

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 (916)568-3071.

<http://www.losrios.edu/purchasing/povalidation>

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:** CITIBANK  
 P O BOX 269010  
 SACRAMENTO CA 95826-9002  
 United States

0000011574

<b>Business Unit:</b>		<b>GENFD</b>	<b>OPEN</b>
Req ID:	Date	Page	
0001030233	07/01/2021	1	
Requisition Name:			
FY22 CITIBANK			
Requester			
Jennifer Taylor			
Requester Signature			
Buyer: Brenda Haney			
Approved:			
Entered By: TAYLORJ 28-APR-2021			

**email:**

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

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	BLANKET PURCHASE ORDER FOR FLC, EDC, RCC TRAVEL - CITIBANK VISA CENTRALLY BILLED ACCOUNT NUMBER ENDING IN 003661 VALID 07/01/21 TO 06/30/2022	1	EA	1,500.00	1,500.00	07/01/2019

1,500.00 Sub-total  
 0.00 Est. tax

Total Requisition Amount: 1,500.00

NOTE TO PURCHASING:  
 ASSIGN B22\_\_\_PO#  
 AMOUNT ONLY

PY PO# B210116

AUTHORIZED PERSONNEL :  
 JOANY HARMAN, AUGUSTINE CHAVEZ, SUSAN CALISE

<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	5200	11	FL.VA.BSOF	60100	00000	042I	1,500.00

<b>Approval Signature</b>	<b>Approval Signature</b>	<b>Approval Signature</b>
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