

**LIMITED PURCHASE ORDER**  
 (Not to Exceed \$1000.00)

VENDOR NAME AND ADDRESS:  <b>FASTSIGNS</b> 420 E Bidwell St 916-608-4455	DELIVERY INSTRUCTIONS: <input type="checkbox"/> Deliver to Address Below (Check one) <input type="checkbox"/> Will Call  FLC
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ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	Commencement Stage Banner	1			616.00	616.00
2						
3						
4						
5						
6						
7						
8						
9						
10						

<b>Purchases Charged to Categorical Programs, Grants or Special Projects</b> This purchased is in compliance with the requirements of:  <u>HEERF</u> Program Name  <b>KELLIE BUTLER</b> For grants/special projects <u>384B</u> Program Director/Coord. Signature Project/Grant Number EMERGENCY RELIEF FUNDS TO SUPPORT ACTIVITIES DURING/AFTER COVID Program Goal/Objective Number/Explanation	SUB-TOTAL <span style="float: right;">616.00</span>  SALES TAX <span style="float: right;">47.74</span>  TOTAL <span style="float: right;">663.74</span> (Not to Exceed \$1000.00)
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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.

**Lindsey Campbell**

REQUESTED BY: \_\_\_\_\_ TYPED/PRINT \_\_\_\_\_ DATE 4.19.22

**Lindsey Campbell**

REQUESTED BY: \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE 4-19-22

**Kellie Butler**

APPROVED: \_\_\_\_\_ DEAN OR OTHER AUTHORIZED SIGNATURE \_\_\_\_\_ DATE 4-20-2022

APPROVED: \_\_\_\_\_ VICE PRESIDENT, ADMINISTRATION \_\_\_\_\_ DATE \_\_\_\_\_

Received by \_\_\_\_\_ Date \_\_\_\_\_

**GENFD 4500 12 FL.VS.OFFC 64900 00000 384B**

Bus. Unit / Account / Fund / Org

\$ **663.74**

Program / Sub-Class / BY / Proj/Grnt

Bus. Unit / Account / Fund / Org

\$ \_\_\_\_\_

Program / Sub-Class / BY / Proj/Grnt

Amount

fastsigns.com/457

Payment Terms: Cash Customer

Created Date: 4/19/2022

**DESCRIPTION:** Commencement Stage Banner - PU by May 13

**Bill To:** Folsom Lake College  
10 College Parkway  
Folsom, CA 95630  
US

**Pickup At:** FASTSIGNS  
420 E Bidwell St  
Folsom, CA 95630  
US

**Ordered By:** Lindsey Campbell  
Email: Campbel@flc.losrios.edu  
Work Phone: (916) 608-6572

**Salesperson:** Shelley Saddler

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	<b>Commencement Stage Banner</b>	1	\$616.00	\$616.00	\$616.00
1.1	<b>Banner - Mesh - 70/30 Mesh Grommets Top/Bottom @ 12"</b>  <b>Part Qty:</b> 1 <b>Width:</b> 384.00" <b>Height:</b> 48.00" <b>Sides:</b> 1  <b>Text:</b> customer to provide print file				

<b>Subtotal:</b>	\$616.00
<b>Taxable Amount:</b>	\$616.00
<b>Taxes:</b>	\$47.74
<b>Grand Total:</b>	\$663.74
<b>Amount Paid:</b>	\$0.00
<b>BALANCE DUE:</b>	<b>\$663.74</b>