

Los Rios Community College District

PURCHASE ORDER NO B220394

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

Supplier: 0000004027
OFFICE DEPOT INC
4720 NORTHGATE BLVD
LOS RIOS ACCT# 89574855
SACRAMENTO CA 95834

Phone: (916) 569-5122
Fax: (916) 927-3409

email: John.Duncan@officedepot.com

Date 07/27/2021	Revision	Page 1
Payment Terms NET 30	Freight Terms Shipping Point	Ship Via Best Method
Reference: 1031528 TAYLORJ ROUILLERS	Location / Dept 01ADMN	

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	FLC BIOL- BLANKET PURCHASE ORDER FOR GENERAL OFFICE SUPPLIES EFFECTIVE 7/01/21 - 06/30/2022	1.00 EA	500.00	500.00	05/31/2022
2- 1	FLC CHEM- BLANKET PURCHASE ORDER FOR GENERAL OFFICE SUPPLIES EFFECTIVE 7/01/21 - 06/30/2022	1.00 EA	500.00	500.00	05/31/2022
3- 1	EDC BIOL- BLANKET PURCHASE ORDER FOR GENERAL OFFICE SUPPLIES EFFECTIVE 7/01/21 - 06/30/2022	1.00 EA	200.00	200.00	05/31/2022

VALID 7/01/21 - 06/30/2022

AUTHORIZED PERSONNEL LINE 1: LINDA MEROUX, LINDA SANTORO, GREG MCCORMAC
AUTHORIZED PERSONNEL LINE 2: JEANNE HINTZE, LINDA SANTORO, GREG MCCORMAC
AUTHORIZED PERSONNEL LINE 3: KIM ZWERENZ, MARI PESHON-MCGARRY, GREG MCCORMAC

Sub Total Amount	1,200.00
Sales Tax Amount	0.00
Total PO Amount	1,200.00

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	4300	12	ED.VI.BIOL	04000	00000	700P	200.00	2022
GENFD	4300	12	FL.VI.BIOL	04000	00000	700P	500.00	2022
GENFD	4300	12	FL.VI.CHEM	19050	00000	700P	500.00	2022

0001031528CHAVEZA26-JUL-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.

Requisition

Supplier: OFFICE DEPOT INC 0000004027
 4720 NORTHGATE BLVD
 LOS RIOS ACCT# 89574855
 SACRAMENTO CA 95834
 United States
Phone: (916) 569-5122 **Fax:** (916) 927-3409
email: John.Duncan@officedepot.com

Ship To: RECEIVING
 10 COLLEGE PARKWAY
 FOLSOM CA 95630

Business Unit: GENFD OPEN	
Req ID: 0001031528	Date: 07/21/2021
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Requisition Name: OFFICE DEPOT - SCI DEPT	
Requester: Jennifer Taylor	
Requester Signature	
Buyer: Brenda Haney	
Approved:	
Entered By: TAYLORJ 21-JUL-2021	

Line-Schd	Description	Quantity	UOM	Price	Extended Amt	Due Date
1-1	FLC BIOL- BLANKET PURCHASE ORDER FOR GENERAL OFFICE SUPPLIES EFFECTIVE 7/01/21 - 06/30/2022	1	JOB	500.00	500.00	
2-1	FLC CHEM- BLANKET PURCHASE ORDER FOR GENERAL OFFICE SUPPLIES EFFECTIVE 7/01/21 - 06/30/2022	1	JOB	500.00	500.00	
3-1	EDC BIOL- BLANKET PURCHASE ORDER FOR GENERAL OFFICE SUPPLIES EFFECTIVE 7/01/21 - 06/30/2022	1	JOB	200.00	200.00	

1,200.00 Sub-total
 0.00 Est. tax

Total Requisition Amount: 1,200.00

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BU	Acct	Fd	Org	Prog	Sub	Proj	Amount
GENFD	4300	12	ED.VI.BIOL	04000	00000	700P	200.00
GENFD	4300	12	FL.VI.BIOL	04000	00000	700P	500.00
GENFD	4300	12	FL.VI.CHEM	19050	00000	700P	500.00

Purchases Charged to Catagorical Programs, Grants or Special Project.

Program Name: LOTTERY
 Project Grant: 700P
 Program Director: GREG MCCORMAC
 Program Goal: ELIGIBLE INSTRUCTION MATERIALS & SUPPLIES

Approval Signature

Approval Signature

Approval Signature