

COMPLETED

P.O. No. F4075

Date 12/1/21

LIMITED PURCHASE ORDER
 (Not to Exceed \$1000.00)

VENDOR NAME AND ADDRESS: RALEYS	DELIVERY INSTRUCTIONS: <input type="checkbox"/> Deliver to Address Below (Check one) <input type="checkbox"/> Will Call FLC-LINDSEY CAMPBELL
--	--

ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	CATERING FOR JOANY'S RETIREMENT - RECEIPT # 187076	1	EA		129.95	129.95
2						
3						
4	PAID					
5	CHECK #: 0094823011					
6	DATE: 1-6-22					
7						
8	AMOUNT \$: 129.95					
9	VOUCHER #: F4075					
10						

Purchases Charged to Categorical Programs, Grants or Special Projects
 This purchased is in compliance with the requirements of:

Program Name _____
 For grants/special projects _____
 Program Director/Coord. Signature _____ Project/Grant Number _____
 Program Goal/Objective Number/Explanation _____

	SUB-TOTAL	
	SALES TAX	
	TOTAL (Not to Exceed \$1000.00)	129.95

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 12/1/21
 REQUESTED BY: TYPED/PRINT DATE

LINDSEY CAMPBELL 12/1/21
 REQUESTED BY: SIGNATURE DATE

APPROVED: DEAN OR OTHER AUTHORIZED SIGNATURE DATE

APPROVED: VICE PRESIDENT, ADMINISTRATION DATE

Received by _____ Date _____

GENFD / 5200 / 11 / FL.CP.SPEC
 Bus. Unit Account Fund Org

67102 / 00000 / 2022 / 046K \$ 129.95
 Program Sub-Class BY Proj/Grnt Amount

Bus. Unit Account Fund Org
 Program Sub-Class BY Proj/Grnt Amount

FOLSOM LAKE COLLEGE
RALEY'S PURCHASE CARD CHECKOUT REQUEST FORM

SECTION I:

To be completed by Requesting Area/Dept. and submitted to FLC Business Services

AUTHORIZED PURCHASER: Lindsey Campbell Dept. /Area: Pres. Office
Print Name of Employee Making Purchase

ESTIMATED PURCHASE AMOUNT \$150 or NOT TO EXCEED LIMIT

BUDGET CODE: GENFD 5200 11 FL.CP.SPEC 67102 0000 2022 076K
FOR: CHARGEBACK: BUS UNIT ACCT FUND DEPT/ORG PROGRAM SUB-CLS BY PROJ/GRNT

SIGNATURE: Lindsey Campbell DATE: 12/1/21
Approved: Supervisor, Dean or Other Authorized Signature - for Budget Code provided above.

SECTION II:

To be completed by FLC Business Services Staff - at time of Card Checkout

Complete ALL applicable Sections:

***BSO Staff: Issue Raley's Card from correct A/C# - based on Business Unit designated above:**

***A/C# 5000154 - GENFD USE ONLY**
 GENFD: Final Receipt Total: 129.95 *

***A/C# 5000153 - CAMPUS BASED USE ONLY**
 BANFL/SCOFL: Final Receipt Total:

Budget Available YES NO (Confirmed by FLC BSO Staff)

Raley's Purchase Card # XXXX XXXX XXXX 5865 1249 has been checked out to you for - Folsom Lake College use ONLY.

Purchaser: By signing below you acknowledge receipt of this card, and understand that it will be used only for supplies for your Folsom Lake College Area/Dept. as authorized above, and agree that you will return this card and all original Raley's / Bel-Air purchase receipts to: FLC Business Services same business day. EXTENDED CHECKOUT IS PROHIBITED WITHOUT PRIOR VPA APPROVAL.

Card Check Out:
Received Card (Purchaser Signature) Lindsey Campbell Date: 12/1/21 Time: 1:30p

Card Check Out:
Released By: (FLC BSO Signature) [Signature] Date: 12/1/21

Card Check In:
Returned Card (Purchaser Signature) Lindsey Campbell Date: 12/1/21 Time: 2:20p

Card Check In:
Received By: (FLC BSO Signature) [Signature] Date: 12/1/21

Questions Contact: Folsom Lake College - Business Services 916.608.6635 OR 916.608.6549



Get Something Extra
at Raleys.com

TERM# 14 STORE# 524 OPERATOR# 7114
12/01/21 BEL AIR (800)925-9989 13:49:18

SOMETHING EXTRA ACCT. XXXXXXXX8849

Bakery Items			
PETITE BROWNIE TRA	Q1	12.99	F
RAL100 CT CKIE TRY	Q1	32.99	F
Deli Items			
CHARCUTERIE PLATTR	Q1	49.99	F
FRT/ FROMAGE TRAY	Q1	16.99	F
FRT/ FROMAGE TRAY	Q1	16.99	F
=> RESERVED FOR CUSTOMER			
RESERVED FOR CUSTOMER			
SUBTOTAL		129.95	
TAX DUE		.00	
TOTAL		\$ 129.95	
R CHARGE CARD		129.95	
XXXXXXXXXXXXXXXX5865			
CASH	CHANGE		.00

NUMBER OF ITEMS 5

CREDIT CARD PAYMENT

12/01/21 13:49:53

K Acct XXXXXXXXXXXXX5865

Withdrawal from R CHARGE CARD 129.95

RESPONSE CODE 203108

RM00 Cash back .00

Ref #187076

Merch #06626561001

For service concerns, contact
Raley's Service Center at
service@raleys.com or (800)925-9989

Take our survey for a chance to win a
\$250 RALEY'S GIFT CARD!
One winner per month

www.research.net/r/Raleys
