

Los Rios Community College District

PURCHASE ORDER NO 0001126318

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

Date 03/14/2023	Revision	Page 1
Payment Terms NET 30	Freight Terms Shipping Point	Ship Via Best Method
Reference: 1041601 GEORGET HANEYB	Location / Dept 04FLC	

Supplier: 0000050193
FOLLETT HIGHER EDUCATION GROUP LLC
3146 SOLUTIONS CENTER
STORE 2213
CHICAGO IL 60677-3001

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	CALIFORNIA	1.00 EA	26.50	26.50	03/16/2023
2- 1	GUARDIANS	1.00 EA	16.00	16.00	03/16/2023
3- 1	NOW WRITE	1.00 EA	17.00	17.00	03/16/2023
4- 1	PROGRAM	1.00 EA	34.75	34.75	03/16/2023
5- 1	WRITING FOR PSYCHOLOGY	1.00 EA	87.00	87.00	03/16/2023
6- 1	COLOR WORKBOOK	1.00 EA	140.00	140.00	03/16/2023
7- 1	HISTORY OF MODERN ART	1.00 EA	193.50	193.50	03/16/2023
8- 1	EARTH & ITS PEOPLES	1.00 EA	78.00	78.00	03/16/2023
9- 1	LAW & SOCIETY	1.00 EA	63.00	63.00	03/16/2023
10- 1	VOYAGES IN WORLD HISTORY	1.00 EA	91.00	91.00	03/16/2023
11- 1	INFANTS,CHILDREN	1.00 EA	180.00	180.00	03/16/2023
12- 1	CHILD, FAMILY, & COMMUNITY	1.00 EA	146.75	146.75	03/16/2023
13- 1	CRIMINAL LAW TODAY	1.00 EA	186.75	186.75	03/16/2023
14- 1	SWEAT	1.00 EA	15.95	15.95	03/16/2023
15- 1	INTERSECTIONS	1.00 EA	99.50	99.50	03/16/2023
16- 1	DANCER WELLNESS	1.00 EA	68.00	68.00	03/16/2023
17- 1	MAKING CONNECTIONS LEVEL 3	1.00 EA	71.25	71.25	03/16/2023
18- 1	PATHWAYS 3 LISTENING	1.00 EA	70.75	70.75	03/16/2023
19- 1	VAN DE GRAAFF'S PHOTOGRAPHIC	1.00 EA	58.00	58.00	03/16/2023

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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.

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20- 1	HUMAN ANATOMY & PHYSIOLOGY	1.00 EA	109.99	109.99	03/16/2023
21- 1	MARINE BIOLOGY	1.00 EA	141.25	141.25	03/16/2023
22- 1	HELPING YOUNG CHILDREN LEARN	1.00 EA	93.50	93.50	03/16/2023
23- 1	UNFINISHED NATIONCONCISE HIST	1.00 EA	105.25	105.25	03/16/2023
24- 1	ART OF MESOAMERICA	1.00 EA	26.95	26.95	03/16/2023
25- 1	INTRO TO HEALTH CARE	1.00 EA	150.00	150.00	03/16/2023
26- 1	INTERMEDIATE ACCOUNTING	1.00 EA	137.50	137.50	03/16/2023
27- 1	PHOTO ATLAS	1.00 EA	83.76	83.76	03/16/2023
28- 1	VISONARY DIRECTOR	1.00 EA	44.95	44.95	03/16/2023
29- 1	LAB MANUAL FORMICROBIO	1.00 EA	40.00	40.00	03/16/2023
30- 1	HARLEM SHUFFLE	1.00 EA	28.95	28.95	03/16/2023
31- 1	FILM HISTORY	1.00 EA	141.25	141.25	03/16/2023
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33- 1	INTRO TO GLOBAL POLITICS	1.00 EA	99.95	99.95	03/16/2023
34- 1	ENJOYMENT OF MUSIC	1.00 EA	136.00	136.00	03/16/2023
35- 1	BROADVIEW POCKET GUIDE	1.00 EA	15.50	15.50	03/16/2023
36- 1	WE HAD A LITTLE REAL ESTATE	1.00 EA	18.99	18.99	03/16/2023
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Tax Exempt? N

Line-Sch	Item/Description	Quantity UOM	PO Price	Extended Amt	Due Date
38- 1	KABUKI OTHELLO	1.00 EA	6.95	6.95	03/16/2023
39- 1	PLAGUES, PANDEMICS	1.00 EA	22.95	22.95	03/16/2023
40- 1	RIE MANUAL FOR PARENTS	1.00 EA	22.95	22.95	03/16/2023
41- 1	QUESTION EVERYTHING	1.00 EA	40.00	40.00	03/16/2023
42- 1	ANTHROPOLOGY OF RELIGION	1.00 EA	99.95	99.95	03/16/2023
43- 1	MAKING A CONNECTION LEVEL 2	1.00 EA	71.25	71.25	03/16/2023
44- 1	CRIME SCENE INVEST	1.00 EA	140.00	140.00	03/16/2023

PAY INVOICE# 1173052
RFP 20008 VALID TO 06/30/2025

Sub Total Amount	3,761.04
Sales Tax Amount	291.49
Total PO Amount	4,052.53

BU	Acct	Fd	Org	Prog	Sub	Proj	Amount	BYear
GENFD	6300	12	FL.VI.LIBR	61200	00000	384B	4,052.53	2023

0001041601MCKECHND13-MAR-2023

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Kim Carrillo

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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>

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LOS RIOS COMMUNITY COLLEGE DISTRICT

American River College • Cosumnes River College • Folsom Lake College • Sacramento City College

PURCHASE ORDER TERMS AND CONDITIONS

1. **APPLICABLE LAW:** The contract resulting from this order shall be governed by the laws of the State of California.
2. **COMPLETION OF ORDERS:** LRCCD reserves the right to withhold payment until order is completed.
3. **DISCOUNTS:** Please show cash payment discount offered on your invoice in connection with any discount offered, time will be computed from date of delivery of the supplies or equipment, or from date correct invoices are received in the office specified by LRCCD if the latter date is later than the date of delivery. Payment is deemed to be made for the purpose of earning discount, on the date payment is mailed or on behalf of LRCCD.
4. **INVOICES:** Invoices shall be prepared and submitted in duplicate unless otherwise specified. Invoices shall contain Purchase order number, date, description of items, sizes and quantities, unit prices, extended totals, place and date of delivery. Invoices or vouchers not on printed bill heads shall be signed by the CONTRACTOR or person furnishing the supplies or services. Every invoice shall be properly itemized. If LRCCD has not received billing for product or services within a one year period LRCCD will not be held responsible for satisfying the debt.
5. **CHANGES:** No change or modification in terms, quantities, or specifications may be made without express authorization in writing from the LRCCD Purchasing Office and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto. If unit cost of any item exceeds the amount shown by 10% or \$250.00 whichever is less do not ship. Contact LRCCD Purchasing at the phone number provided.
6. **BILL OF LADING:** If Bill of Lading is applicable to this order, send originals to "Ship to" address and duplicate Bill of Lading with invoices to "Bill to" address. All correspondence, invoices, bills of lading, shipping memos, packages, etc., must show purchase order number. If factory shipment, advise factory to comply.
7. **TRANSPORTATION CHARGES:** Invoices for prepaid transportation charges must be supported by original receipted expense bills.
8. **FOB POINT AND FREIGHT CHARGES:** Unless otherwise specified on this order, all items shall be delivered FOB Destination. No charge for delivery, drayage, express, parcel post, packing, cartage, insurance, license fees, permits, or for any other purpose will be paid by LRCCD unless expressly included and itemized in the order. Unless otherwise shown, on "FOB Shipping Point" transactions, CONTRACTOR shall arrange for lowest cost transportation, prepay and add freight to invoice and furnish supporting freight bills if the amount exceeds \$50.00. On "FOB Shipping Point" transactions, should any shipments under this purchase order be received by LRCCD in a damaged condition and any related freight loss and damage claims filed against the carrier or carriers be wholly or partially declined with the inference that damage was the result of the act of the shipper such as inadequate packaging or loading or some inherent defect in the equipment and/or material, CONTRACTOR on request of LRCCD shall at CONTRACTOR's own expense assist LRCCD in establishing carrier liability by supplying evidence that the equipment and/or materials was properly constructed, manufactured, packaged, and secured to withstand normal transportation conditions. Shipments that are California intrastate in nature and where freight is to be borne by LRCCD shall be tendered to carriers with written instructions that rate and charges may not exceed the lowest lawful rates on file with the California Public Utilities Commission.
9. **PATENT INDEMNITY:** The CONTRACTOR shall hold LRCCD, its officers, agents and employees harmless from alleged liability of any nature or kind, including costs and attorney fees and expenses, for infringement or use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract or purchase order.
10. **TAXES:** Certain articles sold to LRCCD are exempt from certain Federal excise taxes. LRCCD will reimburse the CONTRACTOR for, or pay directly, all California State and local sales and use taxes applicable to this purchase.
11. **EQUAL OPPORTUNITY EMPLOYER:** The acceptance of this purchase order by a supplier of goods and services is a certification that such supplier complies with all provisions of executive order 11246 and is an equal opportunity employer.
12. **GENERAL SAFETY ORDERS:** All materials, supplies and services sold to LRCCD shall conform to the general safety orders of the State of California. All materials, except as otherwise specified, must be new and of the best quality of their respective kinds.
13. **INDEMNIFICATION:** CONTRACTOR shall indemnify, defend and hold harmless LRCCD, its trustees, officers, agents, employees and volunteers, from any and all claims, demands, suits, causes of action, damages, penalties, breaches of this agreement, infringement of patent rights, costs, expenses, violations of employee occupational health and safety laws, attorney fees, losses or liability, property damage, personal injuries to or death of per arising out of, alleged to have arisen out of, or relating in any way to CONTRACTOR's work to be performed under this agreement, except if caused solely by the negligence of LRCCD.
14. **TERMINATION:** LRCCD may terminate this agreement and be relieved of the payment of any consideration to CONTRACTOR should CONTRACTOR fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination LRCCD may proceed with the work in any manner deemed proper by LRCCD. The cost to LRCCD shall be deducted from any sum due the CONTRACTOR under this agreement and the balance if any, shall be paid the CONTRACTOR upon demand.
15. **ASSIGNMENT:** Without the written consent of LRCCD, this agreement is not assignable by CONTRACTOR either in whole or in part.
16. **PUBLIC WORKS PROJECTS:** CONTRACTOR must comply with Public Contract Code.
17. **CA LABOR CODE:** Pursuant to Section 1700, and following, the CONTRACTOR shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are on file at the Business Office of the Los Rios Community College District, 1919 Spanos Court, Sacramento, CA 95825. Those copies shall be made available to any interested party upon request. The CONTRACTOR shall forfeit, as penalty to the LRCCD, Fifty Dollars (\$50.00) for each calendar day or portion thereof, for each workman paid less than the stipulated prevailing rates for any work done under the contract by him/her or by any subcontractor under him, in violation of the provisions of such Labor Code.
18. **NOTICE:** Your employees may be exposed to hazardous substances during the course of their work while on LRCCD property. For additional information on the hazardous substances that your employees may be exposed to contact LRCCD General Services Department at (916) 568-3048.
19. **INSURANCE:** CONTRACTOR shall, at all times, maintain in full force and effect the following insurance: Workers' Compensation, Commercial General Liability, Auto Liability, and Professional Liability, if licensed professional. Policy limits for each shall be at least \$1,000,000 AND \$1M, \$2M, or \$3M AGGREGATE as prescribed by DISTRICT requirements for bodily injury, personal injury and property damage. Any combination of General Liability and Excess Coverage can be combined to meet the Aggregate. LRCCD shall be named as an additional insured on CONTRACTOR's policies. The CONTRACTOR shall provide a certificate of insurance and required endorsements to comply with this section at least 15 days prior to commencement of work under this contract. The certificate shall state that LRCCD will be given 30 days notice of any material change or cancellation in coverage. LRCCD insurance requirements can be viewed on the following website www.losrios.edu/purchasing.
20. **DISQUALIFIED EMPLOYEES:** CONTRACTOR shall ensure that persons who perform services on LRCCD property have not been convicted of any felony, or any controlled substance offense or any sex offense as defined by Education Code section 87008-87010. If LRCCD determines that any person employed by CONTRACTOR to work on LRCCD property is incompetent, unfaithful, intemperate, disorderly, abusive or is otherwise unsatisfactory, CONTRACTOR shall cause that employee to be removed from working on LRCCD property immediately, and that person shall not be employed again on LRCCD property.
21. **WORK AUTHORIZATION:** Prior to LRCCD's acceptance of this Agreement, CONTRACTOR's who are not U.S. citizens must provide verification of (a) work authorization status from the appropriate U.S. Department of State; (b) a copy of their U.S. visa; (c) the number of days present in the U.S.; and (d) tax treaty status. LRCCD shall not make any payments to CONTRACTOR unless CONTRACTOR holds the appropriate U.S. visa. CONTRACTOR is responsible for ensuring they are in possession of the appropriate visa.
22. **WARRANTY:** CONTRACTOR expressly warrants that all materials, goods, equipment, services, and/or labor shall conform to the requirements set forth or incorporated into this order and any applicable industry standards or requirements, shall be merchantable and free from defects in workmanship, materials and/ or design (including latent defects), and shall perform as specified. CONTRACTOR further warrants that all materials, goods, equipment, services, and/or labor will be fit and sufficient for the particular purposes intended by LRCCD. Unless agreed upon otherwise between LRCCD and CONTRACTOR, the warranty period shall be the longer of: (a) any express warranty included in this service agreement; (b) one year after the materials, goods, equipment, services, and/or labor are accepted by LRCCD; or (c) any warranty period provided under any applicable California law. CONTRACTOR further represents and warrants that any software/ hardware/ communications system/ equipment provided under this Agreement (collectively "technology") adheres to the standards and/or specifications as may be set forth in the Section 508 of the Rehabilitation Act of 1973 standards guide and is fully compliant with WCAG 2.0 AA standards for accessibility and compliant with any applicable FCC regulations. If portions of the technology or user experience are alleged to be non-compliant or non-accessible, LRCCD will provide CONTRACTOR with notice of such allegation and CONTRACTOR shall use its best efforts to make the technology compliant and accessible. CONTRACTOR shall indemnify, defend, and hold harmless LRCCD from and against any and all claims, allegations, liabilities, damages, penalties, fees, costs (including but not limited to reasonable attorneys' fees), arising out of or related to allegations the technology is not accessible.
23. **CERTIFICATION:** CONTRACTOR warrants that it is not debarred or suspended, proposed for debarment or declared ineligible for award of contracts by any Federal, State or local Agency.

Requisition

Supplier: FOLLETT HIGHER EDUCATION GROUP LLC 000050193
 3146 SOLUTIONS CENTER
 STORE 2213
 CHICAGO IL 60677-3001
 United States

email:

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

Business Unit: GENFD		OPEN
Req ID:	Date	Page
0001041601	03/01/2023	1
Requisition Name: FOLLETT HIGHER ED		
Requester Tanya George		
Requester Signature		
Buyer: Brenda Haney		
Approved:		
Entered By: GEORGET 01-MAR-2023		

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Approval Signature	Approval Signature	Approval Signature
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Business Unit: GENFD		OPEN
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Requisition Name: FOLLETT HIGHER ED		
Requester Tanya George		
Requester Signature		
Buyer: Brenda Haney		
Approved:		
Entered By: GEORGET 01-MAR-2023		

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Business Unit: GENFD		OPEN
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Requester Tanya George		
Requester Signature		
Buyer: Brenda Haney		
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43-1	MAKING A CONNECTION LEVEL 2	1	EA	71.25	71.25	
44-1	CRIME SCENE INVEST	1	EA	140.00	140.00	

3,761.04 Sub-total
291.49 Est. tax

Total Requisition Amount: 4,052.53

PLEASE PAY ATTACHED INVOICE# 1173052

<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	6300	12	FL.VI.LIBR	61200	00000	384B	3,761.04

Purchases Charged to Catagorical Programs, Grants or Special Project.

Program Name: HEERF
 Project Grant: 384B
 Program Director: MCCORMAC
 Program Goal: ELIGIBLE LIBRARY MATERIAL

Approval Signature	Approval Signature	Approval Signature
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Invoice

#1173052

Major Account No: 221600400	Transaction Start Date:
Major Account Name: FLC SP23 Library Order	Transaction End Date: January 31, 2023
Invoice Date: 02/18/2023	Last Payment Date:
Invoice Due Date: 03/20/2023	Last Payment Amount:
Invoice Amount Due: \$4052.52	

Bill To: 10 College Pkwy Folsom, CA 95630 Attn: Accounts Payable To avoid late fees and delays in crediting payment to your account, please include Store #, Major Account # and Invoice # on your remittance.	Remit Payment Via Check, ACH, or Wire Lockbox Follett Higher Education Group, LLC American River College Store Store No. 2213 MA 221600400 3146 SOLUTIONS CENTER CHICAGO, IL 60677-3001 ACH/Wire Please contact Store Manager for bank information Federal Tax ID:36-2593135
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Student Name	District Purchase, LRCCD
Customer #	2213144359

Date	Transaction #	Type	SKU	SKU Description	Qty	Unit Price	Extended Price	Discount	Tax	Total Amount on A/R
01/30/2023	1127		11445147	Guardians	1	\$16.00	\$16.00	\$0.00	\$1.24	\$17.24
			12368006	Now Write] Nonfiction	1	\$17.00	\$17.00	\$0.00	\$1.32	\$18.32
			12782033	California Infant/Toddler Lear	1	\$26.50	\$26.50	\$0.00	\$2.05	\$28.55
			12966132	Crime Scene Investigation & Re	1	\$140.00	\$140.00	\$0.00	\$10.85	\$150.85
			13511776	Program Administration Scale	1	\$34.75	\$34.75	\$0.00	\$2.69	\$37.44
			13597875	Writing for Psychology	1	\$87.00	\$87.00	\$0.00	\$6.74	\$93.74
			13727763	Color Workbook	1	\$140.00	\$140.00	\$0.00	\$10.85	\$150.85
			14291672	History of Modern Art (TEXT ON	1	\$193.50	\$193.50	\$0.00	\$14.99	\$208.49
			14916105	Earth & Its Peoples Advantage	1	\$78.00	\$78.00	\$0.00	\$6.05	\$84.05
			15642534	Law & Society	1	\$63.00	\$63.00	\$0.00	\$4.88	\$67.88
			15895409	Voyages in World History, Volu	1	\$91.00	\$91.00	\$0.00	\$7.05	\$98.05
			15978059	Infants, Children & Adolescent	1	\$180.00	\$180.00	\$0.00	\$13.95	\$193.95
			16712007	Child, Family, & Community (w/	1	\$146.75	\$146.75	\$0.00	\$11.37	\$158.12
			16858919	Criminal Law Today	1	\$186.75	\$186.75	\$0.00	\$14.48	\$201.23
			17588135	Sweat (TCG Edition)	1	\$15.95	\$15.95	\$0.00	\$1.24	\$17.19
			17760698	Intersections	1	\$99.50	\$99.50	\$0.00	\$7.71	\$107.21

17764437	Dancer Wellness	1	\$68.00	\$68.00	\$0.00	\$5.27	\$73.27
18185586	Anthropology of Religion, Magi	1	\$99.95	\$99.95	\$0.00	\$7.74	\$107.69
18610042	Making Connections Level 2 Stu	1	\$71.25	\$71.25	\$0.00	\$5.52	\$76.77
18610050	Making Connections Level 3 (w/	1	\$71.25	\$71.25	\$0.00	\$5.52	\$76.77
18945595	Pathways 3 Listening, Speakin	1	\$70.75	\$70.75	\$0.00	\$5.49	\$76.24
18996052	Van De Graaff's Photographic A	1	\$58.00	\$58.00	\$0.00	\$4.49	\$62.49
19094815	Human Anatomy & Physiology Ma	1	\$109.99	\$109.99	\$0.00	\$8.52	\$118.51
19730798	Marine Biology (Loose Pgs)	1	\$141.25	\$141.25	\$0.00	\$10.94	\$152.19
20586367	Helping Young Children Learn L	1	\$93.50	\$93.50	\$0.00	\$7.25	\$100.75
20614475	Unfinished NationConcise Hist	1	\$105.25	\$105.25	\$0.00	\$8.16	\$113.41
20718665	Art of Mesoamerica	1	\$26.95	\$26.95	\$0.00	\$2.09	\$29.04
22173753	Intro to Health Care	1	\$150.00	\$150.00	\$0.00	\$11.62	\$161.62
23096980	Intermediate Accounting (w/LLF	1	\$137.50	\$137.50	\$0.00	\$10.66	\$148.16
23354334	Photo Atlas A&P (9e) & Histolo	1	\$83.76	\$83.76	\$0.00	\$6.50	\$90.26
23731489	Visionary Director	1	\$44.95	\$44.95	\$0.00	\$3.48	\$48.43
24414953	Laboratory Manual For Microbio	1	\$40.00	\$40.00	\$0.00	\$3.10	\$43.10
24509109	Harlem Shuffle	1	\$28.95	\$28.95	\$0.00	\$2.24	\$31.19
24617568	Looseleaf for Film History an	1	\$141.25	\$141.25	\$0.00	\$10.95	\$152.20
24844142	Looking at Movies Intro to Fi	1	\$119.50	\$119.50	\$0.00	\$9.26	\$128.76
25707814	Intro to Global Politics	1	\$99.95	\$99.95	\$0.00	\$7.74	\$107.69
25725125	Enjoyment of Music w/ Total Ac	1	\$136.00	\$136.00	\$0.00	\$10.54	\$146.54
26017501	Broadview Pocket Guide to Cita	1	\$15.50	\$15.50	\$0.00	\$1.21	\$16.71
26408035	We Had a Little Real Estate Pr	1	\$18.99	\$18.99	\$0.00	\$1.48	\$20.47
26612027	Applying Communication Theory	1	\$110.00	\$110.00	\$0.00	\$8.52	\$118.52
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26622545	Kabuki Othello	1	\$6.95	\$6.95	\$0.00	\$0.54	\$7.49

26658351	Plagues, Pandemics & Viruses	1	\$22.95	\$22.95	\$0.00	\$1.78	\$24.73
26702954	RIE Manual for Parents & Profe	1	\$22.95	\$22.95	\$0.00	\$1.78	\$24.73
26815238	Question Everything	1	\$40.00	\$40.00	\$0.00	\$3.10	\$43.10
	Freight	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Amount Charged on A/R Account: \$4052.52

Paid Amount: \$0.00

Remaining Charged on A/R Account: \$4,052.52

POS Receipt Total: \$4052.52

Customer Total: \$4052.52

Major Account Total: \$4052.52

Statement Inquiries, please call: (916)525-8400
PLEASE INCLUDE REFERENCE NUMBER WITH ALL PAYMENTS