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**CROSSROADS
SCHOOL**
FOR ARTS & SCIENCES

1714 21st Street
Santa Monica,
California 90404
(310) 829-7391
Fax: (310) 828-5636

VENDOR INSTRUCTIONS

1. PURCHASE ORDER NUMBER MUST BE MARKED ON EACH PACKAGE, SHIPPING RECEIPT AND INVOICE.
2. ALL INVOICES MUST BE MAILED ATTENTION ACCOUNTS PAYABLE.

PURCHASE ORDER
44263

DATE: 2/3/15

VENDOR
Mae To School
3034 Scott Blvd
Santa Clara, CA 95054

SHIP TO
Crossroads School
ATTN: Mark Goratos
1714 21st Street
Santa Monica, CA 9040

ORDER DATE	DATE REQUIRED	QTY. ORDERED	DESCRIPTION	UNIT COST	AMOUNT	ACCOUNT NUMBER
2/3/15	ASAP	1	CPDMC516LL/A 2GB Macbook 13" 2.4 GHz RAM 250GB Refurbished	\$499.00	\$499.00	52460-048 02 58000-0499
		1	RAM 4GB 1066 4GB RAM Upgrade SODIMM	\$79.00	79.00 79.00	Project 511
		1	AL	0.00	0.00	
			Subtotal		578.00	
			Tax		50.58	
			(Student computer for Middle school Sankofa Attaway)		\$628.58	✓

Make sure that the purchase order is properly approved and signed by the Department Chair or Division Director and that all of the copies (white, yellow, goldenrod and green) have both the account number and the account name on them. The P.O. cannot be processed without this information. (If amounts are unavailable, you must make a near estimate in order to obtain signed approval.)

ORDERED BY Mark Goratos

DEPARTMENT CHAIR [Signature]
VENDOR COPY (ADMINISTRATOR'S SIGNATURE REQUIRED IF TOTAL EXCEEDS \$200.00)

Mac to School

3034 Scott Blvd
Santa Clara, CA 95054

Quote

MTS64718

Prepared for:

Mark Govatos
mgovatos@xrds.org
Phone: 3108297391

Prepared by:

Amber Leimbrock
a.leimbrock@mactoschool.com
Phone: 408-217-6055 Fax: 877-719-6480

Bill To:

Crossroads School
1714 21st St
Santa Monica, CA 90404

Ship To:

Crossroads School
1714 21st St
Santa Monica, CA 90404

SKU	Description	Quantity	Price	Total
CPOMC516LL/A	MacBook 13" 2.4GHz 2GB RAM 250GB HD - Refurbished	1	\$499.00	\$499.00
RAM 4GB 1066 SODIMM	4GB RAM Upgrade - MBU	1	\$79.00	\$79.00
	AL	1	\$0.00	\$0.00
			Subtotal	\$578.00
			Tax	\$50.58
			Total	\$628.58



Payment Terms: Net 30

Terms and Conditions

All products include a 1-year warranty unless otherwise noted. Refurbished Macs include a power adapter, battery and are pre-loaded with OS 10.9. Payment is due within the term period listed above upon receipt of product.

Free ground shipping is included with all products unless otherwise noted. Shipping carrier may vary depending on shipment size and delivery location.