

# PURCHASE ORDER

South Valley Academy  
 3426 Blake Road SW  
 Albuquerque NM 87105

**PO Number:** PO 17-0556

**BILL TO:**  
 South Valley Academy

**TO:**  
 Mac to School  
 1530 Montague Expressway  
 San Jose CA 95131

**SHIP TO:**  
 South Valley Academy  
 3426 Blake Road SW  
 Albuquerque NM 87105

**(Two copies of Invoice Required)**  
 PR Requested by: **Rael, Joshua**

Issue Date: 06/15/2017  
 Change Number: 0  
 PR Number: 6757

Bid Number: **MTS78708**  
 Quote Notes:  
 PO Type: Regular

Qty	Unit	Part #	Description	Unit Price	Account Code	Amount
15	ea		MacBook Air 13" 1.3GHz Core i5, 8GB RAM, 128GB SSD	\$699.00	31701-4000-57332-0000-001025-0000-00000	\$10,485.00
15	ea		MBP/MBA/MB Additional 1-year Warranty	\$99.00	31701-4000-57332-0000-001025-0000-00000	\$1,485.00

Comments: Replacement laptops for 17-18

**Subtotal:** \$11,970.00  
**Tax:** \$0.00  
**Shipping:** \$0.00  
**TOTAL:** \$11,970.00

Department: Technology

SHIPMENT TO ARRIVE BY:

**Payment:** \_\_\_\_\_

**IMPORTANT**  
**PURCHASE ORDER NUMBER MUST APPEAR ON ALL**  
**INVOICES, PACKAGES AND CORRESPONDENCE**

Claims cannot be approved for payment unless the PO Number is part of the claim and every invoice has the proper affidavit attached.

**SHIPPING INSTRUCTIONS**

- C.O.D's are not to be accepted.
- Purchase Order Number must appear on all shipping labels.

ALL Items MUST Be Received By [DATE]  
 Or will be automatically cancelled.

By \_\_\_\_\_  
 Purchasing Supervisor