



# PURCHASE ORDER

## Pacific Union School District

PURCHASE ORDER NO:

**PO26-00015**

Show this number on all invoices, packages and correspondence

**BILL TO:**  
 Business Department  
 3001 Janes Road  
 Arcata, CA 95521

Order Date: 12/04/2025

(707) 822-4619 x340 FAX (707) 822-0129  
 mlafranchi@pacificunionschool.org

**ORDERED FROM:**  
 Tech to School  
 2002 Martin Ave  
 Santa Clara, CA 95050

**Vendor # 030487**

**SHIP TO:**  
 Pacific Union School  
 ATTN: Marci Laffranchi  
 3001 Janes Road  
 Arcata, CA 95521

Receiving department will not be open for receipt of deliveries on weekends or holidays

Vendor Phone

Vendor FAX

DATE REQUIRED	F.O.B.	CUSTOMER ACCOUNT #	REQUISITIONER Marci Laffranchi	REQUISITION # R26-00015	
SHIP VIA	TERMS OF PAYMENT	QUOTE # MTQ107620	ORDER LOCATION S100 - Pacific Union School		
LINE	DESCRIPTION	QTY	UNIT	UNIT COST	EXTENSION
1	Acer 511 C734T 11" Touchscreen Chromebooks	35	EACH	299.00 tx	\$10,465.00
	Order Sub-Total				\$10,465.00
	Sales Tax				1,072.66
	Shipping				.00
	Discount/Adjustment				.00
	<b>Order Total</b>				<b>\$11,537.66</b>

**IMPORTANT INSTRUCTIONS TO VENDOR**

1. Purchaser will not be responsible for any goods delivered without purchase order.
2. Invoices must be itemized with sales tax shown separately.
3. Include purchase order number on packing slip with shipment of goods.
4. Transportation charges must be prepaid, add freight charge to invoice.
5. No change or charge in excess of this order may be made without permission from the authorized agent.
6. This order is subject to terms and conditions posted at the web address below, which are incorporated by reference.
7. Prompt payment requires that vendors comply with all instructions hereon.

Authorized Signature

NOTE: Terms/Conditions are posted at: <https://hcoe.org/purchase-order-terms>

Vendor

# Tech to School

2002 Martin Ave  
Santa Clara, CA 95050

**Quote**  
MTQ107620

**Prepared for:**

Michael Davidson  
mdavidson@pacificunionschool.org  
Phone: (707) 822-4619

**Prepared by:**

Amber Leimbrock  
a.leimbrock@techtoschool.com  
Phone: 408-538-9880

**Bill To:**

Pacific Union Elementary  
3001 Janes Rd  
Arcata, CA 95521

**Ship To:**

Pacific Union Elementary  
3001 Janes Rd  
Arcata, CA 95521

SKU	Description	Quantity	Price	Total
NX.AYWAA.004	Acer 511 C734T 11" Touchscreen Chromebook New 8GB RAM / 32GB eMMC AUE June 2031	35	\$ 299.00	\$ 10,465.00
Tax	CA Sales Tax 10.25%	1	\$ 1,072.66	\$ 1,072.66
			<b>Subtotal</b>	<b>\$ 11,537.66</b>
			<b>Total</b>	<b>\$ 11,537.66</b>

**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 an OS. 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.

Devices can be returned for a full refund within 30 days of receipt with the exception of certain special order items or sourced inventory such as new Chromebooks, carts, imaging equipment and Windows devices.

Accidental damage (cracked screen, etc.) is not covered under the standard warranty. If shipping damage is present, you are required to contact us within 7 business days with details, photos of damage to machines/boxes and the serial number(s). We will start a claim and ship a replacement device.

Warranty+ includes standard hardware repair coverage and up to two incidents of accidental damage.

Tech to School cannot guarantee that devices will be compatible with DEP.

Payments for invoices not received within 90 days may be subject to an additional collections fee.