

TELEPHONE
978-649-7488

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978-649-7199

PURCHASE ORDER
TYNGSBOROUGH PUBLIC SCHOOLS

TYNGSBOROUGH, MA 01879
TAX EXEMPT #04-6001328

THIS ORDER NUMBER MUST APPEAR
ON ALL INVOICES, PACKING LISTS,
AND PACKAGES

ORDER NUMBER
15903

SEND INVOICES TO:
TYNGSBOROUGH PUBLIC SCHOOLS
SUPERINTENDENT'S OFFICE
50 NORRIS ROAD
TYNGSBOROUGH, MA 01879

DP 5/4/22

TO: TECH TO School

SHIP PREPAID TO → TYNGSBOROUGH PUBLIC Schools
c/o JAMIE MILNE
50 NORRIS RD
TYNGSBOROUGH MA 01879

DATE OF REQ.	REQUISITIONED BY	DATE OF ORDER	ACCOUNT TO BE CHARGED		
			<i>Comp Tech Maint.</i>		
QUANTITY	DESCRIPTION	UNIT PRICE	REC'D ✓	AMOUNT	
1	IMAC 21.5" 3.0GHz CORE I5	549		549	
<div style="border: 1px solid blue; padding: 10px; margin: 10px auto; width: 80%;"> <p>COMPLETE AMOUNT COVERED BY TECH TO SCHOOL CREDIT. \$0 TO BE PAID</p> </div> <div style="border: 1px solid blue; border-radius: 50%; padding: 5px; margin: 10px auto; width: 60%;"> <p>DP 5/4/22</p> </div>					
				<i>\$0</i>	

INSTRUCTIONS TO VENDOR:

1. ISSUE BILLS FOR EACH PURCHASE ORDER SEPARATELY, DO NOT BILL TWO OR MORE ORDERS ON SAME INVOICE.
2. INVOICE **MUST** SHOW NUMBER OF UNITS AND UNIT PRICE FOR EACH ITEM.
3. SHIP ALL GOODS **PREPAID**.
4. ORDER NUMBERS **MUST** APPEAR ON INVOICE.

NO BILL WILL BE APPROVED FOR PAYMENT UNLESS THESE INSTRUCTIONS ARE CARRIED OUT.

THIS PURCHASE ORDER IS NOT VALID UNLESS SIGNED BY SUPERINTENDENT OF SCHOOLS.

TYNGSBOROUGH PUBLIC SCHOOLS

BY *[Signature]* 5/4/2022
SUPERINTENDENT OF SCHOOLS