

**PENNSYLVANIA DEPARTMENT OF EDUCATION**

**ACT 195/90/35 PURCHASE ORDER**

<b>2011137596</b>
<b>PURCHASE ORDER NUMBER</b>
<b>ORIGINAL</b>

MYSERVICE SOLUTIONS, INC  
1530 MONTAGUE EXPRESSWAY  
SAN JOSE, CA, 95131

**IMPORTANT PURCHASE ORDER SPECIFICATIONS:**

1. Do not fill Purchase Orders if there are price differences! Write to the following email address: [ra-act195-90@pa.gov](mailto:ra-act195-90@pa.gov) in order to gain permission for the price difference. This includes shipping costs, and or transportation costs.
2. The *SHIP TO* address is ALWAYS different from the *BILL TO* address. Any orders mistakenly shipped to our *BILL TO* address will have to be picked up and reshipped by the vendor at the vendor's cost.
3. INVOICES and RECEIPTS must be itemized.
4. Vendors MUST show the purchase order number on all invoices/receipts, credit memos, packages, packing lists, and other correspondence.
5. WE ARE TAX EXEMPT! DO NOT CHARGE ANY TAXES. This includes Sales Tax, Excise Tax, and Transportation Tax. The Pennsylvania Department of Education is exempt from all taxes imposed by the Internal Revenue Service under Registration Number 2374001-K, as well as state imposed taxes. No exemption certificates are required for sales made to government entities, and none will be issued.
6. Do not honor Act 195/90/35 Purchase Orders that do not have the *Approved By:* text box. Our PO's are computer generated and only show the approved by text box after they have been officially approved. If a PO is presented to you that has a watermark that reads, "not official purchase order", DO NOT HONOR IT.
7. The Act 195/90/35 Office ALWAYS utilizes an official approved PO. We never place orders over the phone or through a vendor website.
8. Vendor agrees that, in performance of any work associated with this official Purchase Order, vendor will not discriminate against any person based on race, color, sex, religion, creed, ancestry, age or national origin.

**PENNSYLVANIA DEPARTMENT OF EDUCATION**

**ACT 195/90/35 PURCHASE ORDER**

**2011137596**

**PURCHASE ORDER NUMBER**

**ORIGINAL**

Quote Number: mts97438

Quote Date: 01/13/2021

**SHIP TO :**

Tri-State Christian Academy  
750 Steubenville Pike  
Burgettstown, PA, 15021

**VENDOR :**

MYSERVICE SOLUTIONS, INC  
1530 MONTAGUE EXPRESSWAY  
SAN JOSE, CA, 95131

**FED. ID:** XXXXX0374

**APPROVED BY :**

Erin Kling  
PDE Accounting User

**DATE:** 11/30/2020 10:32:41 AM

**SEND INVOICE OR RECEIPT TO:**

Pennsylvania Department of Education  
Act. 195/90/35 Section  
333 Market St. 15th Flr  
Harrisburg, PA 17101

ITEM	ISBN/ ITEM #	QTY.	UNIT	PRICE	EXTENSION
MacBook Air 13" 1.8GHZ Core i5, 8GB RAM, 256GB SSD I 2nd Stock	MQD42LL/A	3	Each	\$799.00	\$2397.00
				Sub Total	\$2397.00
Vendor Discount 0%				Discount Amount	(\$0.00)
				Shipping	\$0.00
				Total	<b>\$2397.00</b>