



**Newcastle Elementary School District**

**PURCHASE ORDER**

Business Department  
 645 Kentucky Greens Way  
 Newcastle, CA 95658  
 (916) 824-1667 FAX (916) 259-2835

NO: **PO24-00109**  
 DATE **02/14/2024**

SHIP TO:  
 Newcastle Elem/Charter School  
 8951 Valley View Drive  
 Newcastle, CA 95658  
 Phone: (916) 663-3307 x201

ORDERED FROM:  
 MyService Solutions, Inc  
 dba Tech to School  
 2002 Martin Ave  
 Santa Clara, CA 95050

Fax:

**IMPORTANT INSTRUCTIONS TO VENDOR**

1. Itemized INVOICES in Duplicate.
2. Enclose PACKING LIST (including PO #) with ALL shipments.
3. Deviation in PRICE or SUBSTITUTION in kind only permitted with APPROVAL.
4. All deliveries F.O.B. Destination unless otherwise specified. If freight is to be charged, prepay, and add to invoice.
5. THE LAW REQUIRES MATERIAL SAFETY DATA SHEETS FOR PRODUCTS ON THIS ORDER. PLEASE ENCLOSE WITH INVOICE.
6. No Payments will be made until ENTIRE order has been completed and accepted, unless special arrangements are made.

Phone: (877) 255-8450

ORDER LOCATION	ORDER TYPE	REQUISITIONER	REQUISITION #
0001 - Newcastle Elem/Charter School	PO without receiving	Lisa Graham	VR24-00111
DATE REQUIRED	F.O.B.	TERMS OF PAYMENT	SHIP VIA
		BUYER	RPQ #

ITEM	QTY	UNIT	DESCRIPTION	UNIT COST	EXTENSION
1	6	EACH	iPad 9th gen 64 GB 10 pk	3,290.00	\$19,740.00
2	5	EACH	Apple 9th gen 64 GB First Stock	329.00	\$1,645.00
3	1	EACH	Lock n Charge iQ 10 Charging station	699.00	\$699.00
4	1	EACH	Lock n Charge Joey 40 w/baskets	1,399.00	\$1,399.00
5	65	EACH	Warranty for iPad (2 yr)	49.00	\$3,185.00

Order Sub-Total \$26,668.00  
 Sales Tax 1,702.75  
 Shipping 74.77  
 Adjustment .00  
**Order Total \$28,445.52**

AUTHORIZED BY:  
