



Eureka Union Elementary School District

PURCHASE ORDER

NO: PO23-00768

DATE 02/23/2023

BUSINESS DEPT
 5455 EUREKA RD
 GRANITE BAY, CA 95746
 (916) 774-1228 FAX (916) 791-5527

SHIP TO:

Human Resources
 5455 Eureka Road
 Granite Bay, CA 95746
 Phone: (916) 774-1229

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.

ORDERED FROM:

Fax:

Tech to School
 1530 Montague Expressway
 San Jose, CA 95131

Phone:

ORDER LOCATION		ORDER TYPE		REQUISITIONER	REQUISITION #
0008 - Human Resources		PO without receiving		Lori Carroll	VR23-00795
DATE REQUIRED	F.O.B.	TERMS OF PAYMENT	SHIP VIA	BUYER	RPQ #
ITEM	QTY	UNIT	DESCRIPTION	UNIT COST	EXTENSION
1	7	EACH	Lenovo IdeaPad Notebooks 1 for Each School Site to run Raptor	198.75	\$1,391.25
				Order Sub-Total	\$1,391.25
				Sales Tax	107.82
				Shipping	.00
				Adjustment	.00
				Order Total	\$1,499.07

AUTHORIZED BY:

M. Muscadero

Vendor