PURCHASE ORDER

CROSSROADS
SCHOOL FOR ARTS & SCIENCES

1714 21st Street
Santa Monica,
California 90404
(310) 829-7391
Fax: (310) 828-5636

PO # 50465

DATE 6/27/25

VENDOR

Company: Tech to School

Address: 2002 Martin Ave.
Santa Clara CA 95050

Phone: (408) 538-9880

Fax: Amber Leimbrock

SHIP TO

Name: Mark Govatos

Company:

Address:

Phone:

REQUISITIONER	SHIP VIA	F.O.B.	SHIPPING TERMS
MGovatos			

ITEM #	DESCRIPTION	QTY	UNIT PRICE	TOTAL
1	Macbook Air 13-inch M3 8GB RAM/256 GB SSD First Stock	30	$824.00	$24,870.00
2	CA Sales Tax 10.75%	1	$2673.53	$ 2,673.53
3	Warranty + Mac 2-year	30	$ 99.00	$2970.00
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VENDOR INSTRUCTIONS

1. PURCHASE ORDER NUMBER MUST BE MARKED ON EACH PACKAGE, SHIPPING RECEIPT AND INVOICE.
2. ALL INVOICES MUST BE MAILED OR EMAILED

EMAIL:

SUBTOTAL	$30,513.53
TAX	See above
SHIPPING	
OTHER	
TOTAL	$ 30,513.53

Make sure that the purchase order is properly approved and signed by the Department Chair or Division Director *and* that all of the copies (white and yellow) have both the account number *and* the account name on them. The P.O. cannot be processed without this information. *(If amounts are unavailable, you must make a near estimate in order to obtain signed approval.)*