

ANTELOPE VALLEY COLLEGE

3041 WEST AVENUE K
LANCASTER, CA 93536-5426

REQ. # 71875

PURCHASE REQUISITION

P. O. #
ISSUED _____

SUGGESTED VENDOR PS Print DATE OF REQUEST 4-02-10
 STREET ADDRESS 2861 Mandela Parkway DIVISION Enrollment Services
 CITY/STATE/ZIP Oakland, CA 94608 DELIVER TO Kelly Brogan
 PHONE # 800-511-2009 FAX # 510-444-5369 VENDOR CONTACT _____

A SEPARATE REQUISITION IS REQUIRED FOR EACH VENDOR

DATE NEEDED _____

QUANTITY	UNIT	CATALOG NO.	DESCRIPTION	UNIT PRICE	EXTENDED AMOUNT
			Price if ordered by April 15, 2010		
7,000			Career Technical brochures		\$966.33
			Shipping cost		201.28
			Tax		94.22
5,000			Graduation Office brochures		\$845.31
			Shipping cost		146.40
			Tax		82.42
			Items funded by VTEA grant		

NOTE: FIRST, SECOND, THIRD COPIES MUST BE SENT TO OFFICE OF BUSINESS SERVICES. FOURTH COPY IS RETAINED BY DIVISION DEAN OR DEPARTMENT HEAD. THE THIRD COPY IS RETURNED TO THE DIVISION DEAN OR DEPARTMENT HEAD AFTER THE BOARD MEETING TO INDICATE DISPOSITION.

SUB-TOTAL	\$2,335.96
SALES TAX SHIPPING/ HANDLING CHARGES	
TOTAL	\$2,335.96

CAPITAL OUTLAY () SUPPLIES () OTHER ()

BUSINBSS OFFICE USE ONLY

REQUESTED BY Z Sample 4/5/10
 DEAN'S APPROVAL Z Sample
 V-PRESIDENT'S APPROVAL _____
 BUDGET APPROVAL _____
 PRESIDENT'S AUTHORIZATION _____

FUND: _____
 ACCT. NO. _____ AMOUNT _____
 ACCT. NO. _____ AMOUNT _____
 ACCT. NO. _____ AMOUNT _____
 ACCT. NO. _____ AMOUNT _____

P101774

PsPrint LLC

2861 Mandela Parkway
 Oakland, CA 94608, USA
 Voice: 800.511.2009
 Fax: 510.444.5369

Invoice

Invoice Number: 820013
 Date: 4/14/2010 9:50:22 AM

Billing Information		Shipping Information	
Customer ID:	129592	Name:	Jim Reddish
Name:	Jim Reddish	Title:	Advancement Assistant
Company:	Antelope Valley College	Company:	Antelope Valley College
Title:	Advancement Assistant	Address:	3041 West Avenue K
Address:	3041 West Avenue K	City:	Lancaster
City/State/Zip:	Lancaster, CA 93536	State:	CA
Country:	United States	Zip:	93536
Business phone:	6617226391	Country:	United States
Fax:	6617226550	Business phone:	661 722 6391
Email:	jreddish@avc.edu	Email:	jreddish@avc.edu

Qty.	Part No.	Description	Price	Extended
7000	Brochures (1026743)	Brochures	0.2094	\$1,466.33
		Shipping: UPS Ground		
		Stock: 100 Lb Gloss Text		
		Size: 11.00x8.50		
		Colors: 4/4		
		HoleDrilling: No Hole		
		Perforation: No		
		Scoring: Tri-Fold / Letter-Fold		
		MailServices: No		
		Proof: No Hardcopy Proof		
		Turnaround: 5		
		Quantity: 7,000 (Offset Printing)		
		Coating: STND		
		Printing		\$1,466.33
		Shipping		\$200.44
		Mailing		\$0.00
		Discount		-\$500.00
		Subtotal		\$1,166.77
		Tax		\$94.22
		Order Total		\$1,260.99

2101774

PsPrint LLC
 2861 Mandela Parkway
 Oakland, CA 94608, USA
 Voice: 800.511.2009
 Fax: 510.444.5369

Invoice
 Invoice Number: 820025
 Date: 4/14/2010 9:58:46 AM

Billing Information		Shipping Information	
Customer ID:	129592	Name:	Jim Reddish
Name:	Jim Reddish	Title:	Advancement Assistant
Company:	Antelope Valley College	Company:	Antelope Valley College
Title:	Advancement Assistant	Address:	3041 West Avenue K
Address:	3041 West Avenue K	City:	Lancaster
City/State/Zip:	Lancaster, CA 93536	State:	CA
Country:	United States	Zip:	93536
Business phone:	6617226391	Country:	United States
Fax:	6617226550	Business phone:	661 722 6391
Email:	jreddish@avc.edu	Email:	jreddish@avc.edu

Qty.	Part No.	Description	Price	Extended
5000	Brochures (1026755)	Brochures	0.269	\$1,345.31
		Shipping: UPS Ground		
		Stock: 100 Lb Gloss Text		
		Size: 11.00x8.50		
		Colors: 4/4		
		HoleDrilling: No Hole		
		Perforation: No		
		Scoring: Tri-Fold / Letter-Fold		
		MailServices: No		
		Proof: No Hardcopy Proof		
		Turnaround: 5		
		Quantity: 5,000 (Offset Printing)		
		Coating: STND		
		Printing		\$1,345.31
		Shipping		\$145.78
		Mailing		\$0.00
		Discount		-\$500.00
		Subtotal		\$991.09
		Tax		\$82.42
		Order Total		\$1,073.51