



ADDRESS ALL INVOICES IN TRIPLICATE TO:
SANTA MARIA-BONITA SCHOOL DISTRICT

Attention: Accounting Department
 708 SOUTH MILLER STREET, SANTA MARIA, CA 93454
 (805) 361-8176 • FAX: (805) 346-8605

PURCHASE ORDER

NO: 122997

DATE: 3/20/12

THIS PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS & CORRESPONDENCE AND MUST BE PRINTED ON ALL BOXES, CARTONS & PACKAGES.

SPECIAL INSTRUCTIONS TO VENDOR:

1. PREPAY ALL FREIGHT CHARGES. NO C.O.D. DELIVERIES.
2. PACKING SLIPS MUST ACCOMPANY EACH ORDER.
3. DISTRICT IS **NOT** RESPONSIBLE FOR PAYMENT OF INVOICE IF ORDER IS SHIPPED TO ANY ADDRESS OTHER THAN THE "SHIP TO" ADDRESS AT RIGHT, UNLESS THE "SHIP TO" IS CHANGED BY AN OFFICIAL "PURCHASE ORDER CHANGE NOTICE" DOCUMENT ISSUED BY THE PURCHASING DEPARTMENT.

VENDOR:
 US BANK TRAVEL CARDS
 PO BOX 15710
 WILMINGTON, DE 19886-5710

ADDRESS ALL SHIPMENTS TO:

SANTA MARIA-BONITA SCHOOL DIST
 RECEIVING HOURS 7:00AM-2:30PM
 708 SOUTH MILLER STREET
 SANTA MARIA, CA 93454-6230

PURCHASING DEPARTMENT

PHONE: (805) 361-8176 FAX: (805) 349-9474

ACCEPTANCE OF THIS PURCHASE ORDER IS LIMITED TO SMBSD TERMS & CONDITIONS AS POSTED AT THE FOLLOWING WEB LINK: www.smbdsd.org/page.cfm?p=2847

VENDOR DELIVERY DATE: 4/04/12	FOB:	SHIP VIA:	CASH TERMS: NET 30	REQUISITIONER: PMCKNIGHT
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ITEM	QTY.	UNIT	DESCRIPTION	UNIT COST	EXTENSION	
1	2	EACH	HILTON GARDEN INN SACRAMENTO, TWO NIGHT STAY, MARCH 28-29, ROOM RATE \$80 PLUS \$15 PARKING PER NIGHT	95.00	190.00	
		Hotel				
2	1	EACH	SCHOOL SERVICES OF CALIFORNIA, GOVERNORS BUDGET WORKSHOP MARCH 29, 2012	80.00	80.00	
		Conference				
3	2	EACH	ENTERPRISE RENTAL CAR, MID-SIZE VEHICLE TWO DAY RENTAL, MARCH 28-30	30.00	60.00	
		Car Rental				
4	1	EACH	FUEL ESTIMATED AT 650 MILES ROUND TRIP (650/25 MPG = 26 GL X \$4.50 = \$117)	117.00	117.00	
		Fuel				
THIS IS A SAMPLE PO ONLY						
Account Codes: 01-0000-0-0000-7300-5220-000-7400-0000				481.64		
					Sales Tax	\$34.64
					TOTAL	\$481.64

MATERIAL SAFETY DATA SHEETS MUST BE SUPPLIED WHERE APPLICABLE

REQ. NO. ARQ12-03197	P.O. DATE 3/20/12	P.O. NUMBER 122997	VENDOR NUMBER 002801	VENDOR FAX NUMBER
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SITE 26	AUTHORIZED SIGNATURE X Void without authorized signature
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AXED TO VENDOR ON:
 BUSINESS SERVICES, 708 South Miller St., Santa Maria, CA 93454