



City of Prescott  
 PO BOX 2059  
 PRESCOTT AZ 86302-2059  
 Phone (928) 777-1100

**PURCHASE  
 ORDER  
 NUMBER**                      **A 29807**

THE ABOVE PURCHASE ORDER NUMBER  
 MUST BE SHOWN ON ALL PACKAGES, SHIPPING  
 LABELS AND INVOICES

**PURCHASE ORDER**

<b>V E N D O R</b>	<b>TO:</b> <b>BEST BUY</b> <b>P.O. BOX 86</b> <b>MINNEAPOLIS, MN 55486-0918</b>	<b>S H I P P I N G</b>	<b>DELIVERY ADDRESS:</b> <b>City of Prescott</b> <b>City Hall</b> <b>201 S. Cortez</b> <b>Prescott AZ 86303</b>  <b>ATTN: Mic Fenech</b>
<b>PHONE NUMBER</b> Date <b>12/6/2007</b>	<b>Requisition No</b> pur <b>R32937</b>	<b>Job or Equip No</b>  <b>Department</b> <b>Administrative Svcs</b>	<b>SHIP VIA</b>  <b>Ship to Arrive by</b>

QUANTITY	MANUFACTURERS PART NO AND DESCRIPTION	UNIT PRICE	TOTAL PRICE	ACCOUNT NO.
----------	---------------------------------------	------------	-------------	-------------

1	AV EQUIPMENT PURCHASED AT BEST BUY VIA MASTERCARD FOR COUNCIL CHAMBERS LOBBY; TRANSACTION APPROVAL 050438 ON 11/28/07	\$4,215.89	\$4,215.89	21-94200-522
---	---	------------	------------	--------------

**INSTRUCTIONS**

1. Please advise responsible Buyer promptly if delivery cannot be made by the scheduled arrival date.
2. Substitutions may be made only upon approval of the Buyer.
3. Show CASH DISCOUNTS on invoice.
4. The City of Prescott reserves the right to cancel all or any portion of this order if it is not filled within the time specified.
5. Not valid unless signed by authorized City personnel.
6. PAYMENT of this Purchase Order cannot be made unless 2 copies of the invoice (Original & 1 copy) are submitted to the City's Budget/Finance Department, PO Box 2059, Prescott AZ 86302-2059.

<b>SUB-TOTAL</b>	<b>\$4,215.89</b>	<b>NOTE: EXEMPT FROM FEDERAL EXCISE TAX</b>
<b>SALES TAX</b>	<b>\$228.62</b>	
<b>TOTAL AMOUNT</b>	<b>\$4,444.51</b>	

Responsible Buyer  
 Dawn Foster

CITY COUNCIL APPROVAL IS REQUIRED FOR PURCHASES  
 OVER \$20,000.00

APPROVED  
 BY THE COUNCIL

CITY CLERK \_\_\_\_\_

DATE \_\_\_\_\_

I HEREBY CERTIFY THAT THIS ORDER IS AUTHORIZED BY A PROPERLY  
 EXECUTED AND APPROVED REQUISITION.

VENDOR COPY