



Order No : PO462632 -Kathleen MacMillan - Stories By Hand

Issued on Thu, 23 May, 2013

Supplier:

KATHLEEN MACMILLAN
7 BETH COURT
OWINGS MILLS, MD 21117-1117
Phone: 443.739.0716
Fax:
Contact: KATHLEEN MACMILLAN

Ship To:

MLK Library - Director's Office
901 G Street, NW; Room 400
Washington, DC 20001
United States

Bill To:

DC Public Library - Chief Financial Officer
901 G Street NW Room 441
Washington, DC 20001
United States
Phone: 1(202) 727-1198

Deliver To:

Katherine Thomas

Item	Description	Part Number	Unit	Qty	Need By	Unit Price	Extended Amount
1	Kathleen MacMillan will perform a total of 10...		each	10	Thu, 16 May, 2013	\$325.00USD	\$3,250.00USD
Kathleen MacMillan will perform a total of 10 performances for DC Public Library's Children's Summer Reading Program at a rate of \$325.00 per program.							
If used in conjunction with a contract award, purchase order is placed in accordance with all provisions of Contract Number: na							
Bill To Contact: Accounts Payable							
Requester: Katherine Thomas							
Form:							
Delivery Date: Thu, 16 May, 2013							
PR No.: RQ807772							
Total							\$3,250.00USD

Comments

- SUBMITTED by **Katherine Thomas** on *Wednesday, May 15, 2013 at 10:55 AM* with comment (1 document attached)
Please find attached to this RQ the signed Performer's Agreement for this series of programs. (Katherine Thomas, Wed, 15 May, 2013)
- COMMENT by **aribasystem** on *Thursday, May 23, 2013 at 10:19 AM*
****GOVERNMENT OF THE DISTRICT OF COLUMBIA STANDARD CONTRACT PROVISIONS FOR USE WITH THE DISTRICT OF COLUMBIA GOVERNMENT SUPPLY AND SERVICES CONTRACTS (July 2010) ARE HEREBY INCORPORATED BY REFERENCE. WWW.OCP.DC.GOV****
(aribasystem, Thu, 23 May, 2013)
- COMMENT by **aribasystem** on *Thursday, May 23, 2013 at 10:19 AM*
FOB is Destination unless specified otherwise (aribasystem, Thu, 23 May, 2013)
- COMMENT by **aribasystem** on *Thursday, May 23, 2013 at 10:19 AM*
ALL INVOICES SHALL BE SUBMITTED TO THE 'BILL TO' ADDRESS INDICATED ON THIS PURCHASE ORDER. INVOICES SHALL INCLUDE THE PURCHASE ORDER NUMBER, CONTRACT NUMBER (IF APPLICABLE), CONTRACTOR'S NAME AND ADDRESS, INVOICE DATE, QUANTITY AND DESCRIPTION OF GOOD(S) OR SERVICE(S) FOR WHICH PAYMENT IS BEING REQUESTED, REMITTANCE ADDRESS, AND CONTACT PERSON

NAME AND PHONE NUMBER IF THERE IS A PROBLEM WITH THE INVOICE. INVOICES FOR QUANTITIES OR AMOUNTS GREATER THAN WHAT IS STATED ON THE PURCHASE ORDER WILL BE REJECTED. FAILURE TO FOLLOW THESE INSTRUCTIONS MAY RESULT IN DELAYS IN PAYMENT. (aribasystem, Thu, 23 May, 2013)
