

**Example 1 - Partial Payment - 1 cost center - 1 invoice**

## Receiving Report - Internal Use Only

**University of Houston - Clear Lake**

PHONE: (281)283-2150  
 FAX: (281)283-2156  
 2700 BAY AREA BLVD  
 HOUSTON TX 77058  
 USA

<b>Purchase Order</b> 00759 - C17022	<b>Date</b> 09/01/2016	<b>Revision</b>
<b>Payment Terms</b> Net 30	<b>Freight Terms</b> Destination	<b>Ship Via</b> COMMON
<b>Buyer</b> 0005868 Bozeman,Patti D		<b>Fiscal Year</b> 2017

**GLOBAL DCC INC**  
 5215 1st Street  
 Crosby TX 77532-5863  
 USA

Ship To: ATTN: RECEIVING DOCK  
 2700 BAY AREA BLVD  
 HOUSTON TX 77058  
 USA

Bill To: UNIVERSITY OF HOUSTON-CLEAR LAKE  
 ATTN: ACCOUNTS PAYABLE, MAIL CODE 105  
 2700 BAY AREA BLVD  
 HOUSTON TX 77058  
 USA

Vendor: 0000098505

Fax: Phone: Contact:

Account	Fund	Dept ID	Program	Project	Bdgt Ref	Chartfield 1	Dist Amt	Location	Req ID
Line-Schd	Item	Description			Quantity	UOM	PO Price	Ext. Amt	Due Date
53857	2064	C0070	D1214	NA	BP2017		600.00	SSCB1105	0000037016
1-1		Contract Services: Shredding Services			1.00	LOT	600.00	600.00	08/31/2020

Quantity Received: Partial Date Received: 11/14/16 Signature: Penny J. Pond

NOTE: THE INDIVIDUAL SIGNING THE RECEIVER COPY ACKNOWLEDGES THAT ALL TERMS AND CONDITIONS OF THE CONTRACT HAVE BEEN MET AND PAYMENT IS AUTHORIZED.

ORIGINAL UHCL CAMPUS CONTRACT 759-C16115 DEPARTMENT ENCUMBRANCE NO.: 759-C17022 TERMS OF AGREEMENT (BEGIN AND END DATES): 2/1/2016 to 8/31/2020 COMPENSATION: University will pay Contractor a total amount not to exceed \$600.00. CONTACT NAME AND PHONE: Penny Pond X2487 NOTE: THE ENCUMBRANCE AMOUNT OF THIS PO IS FOR THE PERIOD OF (BEGIN AND END DATES): 9/1/16 through 8/31/17

Total PO Amount 600.00

Please pay invoice # 0026821  
 \$ 40.00

Thank you!  
 Receiver Copy

**Notice: This is not a purchase order and should not be sent to vendors.**

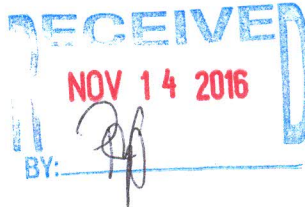


Texas Security Shredding  
 5215 1st Street  
 Crosby, TX 77532  
 (713) 328-4199

U of H Clear Lake - Financial Aid Penny Pond 2700 Bay Area Blvd. Suite 1.105 Houston TX 77058	00727-0000000000000000 <b>Invoice No.:</b> 0026821 <b>Invoice Date:</b> 11/11/2016 <b>Purchase Order:</b> <b>Terms:</b> NET 10 <b>Print Date:</b> 11/11/2016 #
-----------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

2700 Bay Area Blvd., Suite 1.105, Houston, TX 77058

Date: 11/10/2016	W/O: N029266	S/O: AAAABWXK	Rate	Qty	Units	Amount	Tax	Total Amount
University of Houston Clear Lake	40-40 INCH CONSOLE		20.0000	2.000		40.00	0.00	40.00
Work Order Total:						40.00	0.00	40.00



		Amount	Tax	Subtotal
2700 Bay Area Blvd., Suite 1.105, Houston, TX 77058				
November, 2016	<b>Services:</b>	40.00	0.00	40.00
	<b>Total Services:</b>			40.00
<b>PLEASE PAY THIS AMOUNT</b>				<b>\$ 40.00</b>

If your invoices are going to your spam folder, please white list our company.  
 Tax ID #87-0773630  
 Duns # 833084267