



Town of Vienna
Accounts Payable

Purchase Order

Fiscal Year 2018

Page 1 of 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20180222-01**

Delivery must be made within
doors of specified destination.

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AP
VIENNA TOWN HALL
ACCOUNTS PAYABLE
127 CENTER STREET S
VIENNA VA 22180

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DAY & NIGHT PRINTING
8618 WESTWOOD CENTER DRIVE
VIENNA VA 22182

S
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VIENNA TOWN HALL
127 CENTER STREET S
VIENNA VA 22180

Vendor Phone Number		Vendor Fax Number	Requisition Number		Delivery Reference	
			18000194			
Date Ordered	Vendor Number	Date Required	Freight Method/Terms			Department/Location
08/28/2017	460					PUBLIC INFORMATION
Item#	Description/Part No.		Qty	UOM	Unit Price	Extended Price
1	<p>The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading</p> <p>PRINTING AND MAIL PREP FOR TOWN'S MONTHLY NEWSLETTER \$25,008.00 CHANGE ORDER ISSUED ON 11/01/2017 TO ADD FUNDS OF \$3,000.00 APPROVED BY TOWN COUNCIL 10/30/2017. PRINTING & MAIL PREP FOR 12 ISSUES OF VIENNA VOICE, JULY 2017-JULY 2018, IN FULL COLOR QUANTITY = 6,050. 12 PAGES, 8.5 X 11, 70# ANTHEM MATTE TEXT. PER TERMS, CONDITIONS AND SPECIFICATIONS ON IFB 17-01. APPROVED BY TOWN COUNCIL 08/21/17.</p>		12.0	MTH	\$2,084.000	\$25,008.00

By *Marina M. Shepin*
Purchasing Agent

VENDOR COPY

Total Ext. Price \$25,008.00
PO Total **\$25,008.00**