FORT BEND COUNTY FY 2010 COMMISSIONERS COURT AGENDA REQUEST FORM

Return Completed Form by E-Mail to: Agenda Coordinator, County Judge's Office

Date Submitted: February 24, 2010 Submitted By: Laura Dougherty Department: Facilities Management & Planning Phone Number: 281-633-7017				
SUMMARY OF ITEM: Approve Invoice No. 40232, in the amount of \$2,470.00, from 2M Business Products for FF&E costs associated with the Missouri City Annex. RENEWAL AGREEMENT/APPOINTMENT YES NO REVIEWED BY COUNTY ATTORNEY'S OFFICE: YES NO List Supporting Documents Attached: Invoice				
FINANCIAL SUMMARY: BUDGETED ITEM: YES NO FUNDNG SOURCE: Accounting Unit: 732418888 Account Number:				
Instructions to submit Agenda Request Form: Completely fill out agenda form: incomplete forms will not be processed. Agenda Request Forms should be submitted by e-mail, fax, or inter-office mail, and all back-up information must be provided by Wednesday at 2:00 p.m. to all those listed below. All original back-up must be received in the County Judge's Office by 2:00 p.m. on Wednesday. DISTRIBUTION: Original Form Submitted with back up to County Judge's Office				
RECOMMENDATION / ACTION REQUESTED:				

Special Handling Requested (specify):



13955 Murphy Rd. #107 Stafford TX 77477 (281) 499-4035 http://www.2mbp.com

PO# 43780 R# 95369

Bill To FBC Auditor FBC-County Auditor 301 JACKSON

RICHMOND TX 77469 United States Olyphunyo

14116

INVOICE

733 Date

Invoice #

Terms

PO# Acct. Mgr. Order# H3780

1/8/2010 40232

43780

Sales Order #39247-1

Ship To

FBC Auditor FBC-County Auditor 301 JACKSON RICHMOND TX 77469 United States

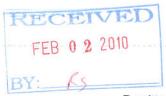
HON7708AB1 2T	10	10	0	7700 Series Asynchronous Swivel/Tilt Task Chair, Seat Glide, Gray Olefin 10 EA *** Local Stock ***	247.00	2,470.00

Total

\$2,470.00 Longhua

MERCHANDISE MUST BE RETURNED WITHIN 30 DAYS OF INVOICE DATE IN ORIGINAL PACKING AND RESALEABLE CONDITION FOR CREDIT





Remittance Slip

Customer	Invoice #	Amount Due	Amount Paid
H670	40232	\$2,470.00	

Please Enter Your C	credit Card	Informat	tion	
Type:Discover _ Credit Card #:	Master (Card	_VISA	American Express
Expiration Date: Signature:	_Month	Year		

2M Business Products	
3955 Murphy Rd. #107 Stafford TX 77477	