



TENNESSEE TECHNOLOGICAL UNIVERSITY

OFFICE OF BUSINESS SERVICES
FACILITIES AND BUSINESS SERVICES BUILDING
P.O. Box 5041, 220 W. 10th St.
Cookeville, TN 38505-0001
Phone (931) 372-3491 Fax (931) 372-3727
www.tntech.edu/purchasing

PURCHASE ORDER

PO NUMBER MUST BE SHOWN ON ALL
INVOICES, PACKAGES AND
CORRESPONDENCE RELATED TO ORDER.

ISSUED TO: Herff Jones Inc
PO Box 099292
2502 N State
Iola KS 66749

PO Number: P0003582
Issue Date: 09/16/09
Page No: 1
Delivery Date:

Please supply the following items or services in accordance with terms of your quotation, to TENNESSEE TECHNOLOGICAL UNIVERSITY
Cookeville, Tennessee. ALL DELIVERY CHARGES ARE TO BE PREPAID AND INCLUDED IN THE PRICES SHOWN UNLESS
OTHERWISE INDICATED BELOW. Cash discounts, when authorized, will be computed from the date of delivery or from the
date correct invoice is received, whichever is later.

SHIP TO:

SEND INVOICE IN DUPLICATE TO:

SHIPPING

1 William L Jones Dr
Derryberry Hall
Cookeville TN 38505

BILLING

Tennessee Technological University
Business Office, Box 5037
Cookeville, Tennessee 38505-0001

TENNESSEE TECHNOLOGICAL UNIVERSITY IS AN EQUAL OPPORTUNITY, NON-RACIALLY IDENTIFIABLE, EDUCATIONAL INSTITUTION THAT
DOES NOT DISCRIMINATE AGAINST INDIVIDUALS WITH DISABILITIES.

Table with 5 columns: ITEM, QUANTITY, UNIT, DESCRIPTION, UNIT PRICE, EXTENSION. Row 1: CONTRACT - To provide the following to Tennessee Technological University from December 1, 2009, through November 30, 2010, with the option to renew for up to three (3) years with mutual consent of the University and the Contractor. Terms and conditions shall be as those of TTU Purchase Order P0002463. This Purchase Order shall replace Purchase Order P0002463. For information contact: Beth Rogers / Records & Registration (931) 372-3307. Attn Accounts Payable: This is a renewal. TOTAL: CONTINUED

The terms and conditions printed on the reverse side of this purchase order and any duly authorized change orders shall be the sole terms and conditions that apply to this purchase and shall prevail over any subsequent terms and conditions set forth by the Vendor on invoices or in any other manner, unless otherwise expressly agreed to in writing by the University.

ACCOUNTING INFORMATION:

AUTHORIZED SIGNATURE:

Signature

FOR TENNESSEE TECHNOLOGICAL UNIVERSITY



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Table with 6 columns: ITEM, QUANTITY, UNIT, DESCRIPTION, UNIT PRICE, EXTENSION. Row 1: 1, 2,500.00, EA, Diploma Covers... 3.2400, 8,100.00. Total: CONTINUED

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ACCOUNTING INFORMATION:

AUTHORIZED SIGNATURE:

[Handwritten Signature]

FOR TENNESSEE TECHNOLOGICAL UNIVERSITY



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Table with 6 columns: ITEM, QUANTITY, UNIT, DESCRIPTION, UNIT PRICE, EXTENSION. Row 1: reproduction of Derryberry Hall - Covers are to hold the 8-1/2" x 11" diploma insert in place and have a gold satin ribbon. Row 2: DISCOUNT: .00. Row 3: TOTAL: 8,100.00

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ACCOUNTING INFORMATION:

AUTHORIZED SIGNATURE: [Signature]
FOR TENNESSEE TECHNOLOGICAL UNIVERSITY