



**OFFICE OF THE PURCHASING AGENT  
COUNTY OF COOK**

118 NORTH CLARK ST. ROOM 1018  
CHICAGO, ILLINOIS 60602-1375  
(312) 603-5370

THIS PURCHASE ORDER NUMBER  
MUST APPEAR ON ALL PACKAGES,  
INVOICES, SHIPPING PAPERS AND  
DROP SHIPMENTS.

PURCHASE ORDERED ISSUED TO  
83818

Neopost Inc  
PO Box 45845  
San Francisco CA 94145

DATE  
12/4/2012  
F.O.B. POINT

PURCHASE ORDER NO.  
**183673 - 000- OP**  
REQUISITION NO.  
00106144 OR

**COOK COUNTY FEIN: 36-6006541  
ILLINOIS SALES TAX EXEMPT: E-9998-2013-04  
FEDERAL EXCISE TAX EXEMPT CERT: 36-75-D038K**

**SHIP TO** Building and Zoning - Admin Services  
Cook County Administration Offices  
69 W. Washington Street RM 2830  
Chicago IL 60602-3007

**DELIVERY INSTRUCTIONS**  
Deborah Riggins (312)603-  
0528

DEPT NO  
1601141 Page 1 of 1

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	Neopost General Equipment Postage Meter Lease: Jan. 27, 2013 to Jan. 26, 2014 The quartley payment amount for the lease 05101598 is \$438.43	4.00 QR	438.4300	1,753.72	1000.300357
***** Total Order *****				1,753.72	

NOTE: VENDOR AGREES NOT TO EXCEED THE QUANTITY OR DOLLAR AMOUNT OF THIS ORDER WITHOUT WRITTEN AUTHORIZATION FROM THE PURCHASING AGENT

**RECEIPT CERTIFICATION (FOR DEPARTMENT USE ONLY)**

I hereby certify that I have received the goods/services reflected above and that the items referenced are in full conformity with the purchase order/contract.

I hereby certify that this purchase is in agreement with the requisition on file authorizing the expenditure and is properly approved.

**PURCHASING AGENT**

*[Signature]*  
Date: *12/21/12 MR*

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_