



Purchase Order Number	PO-10022620
Purchase Order Date	08/27/2021
Requested Delivery Date	
Requisition Type	Standard
Payment Terms	Net 30
Payment Type	Check
Requester	Laurie Anne Berryman

**Supplier:**

Houghton Mifflin Harcourt  
 1900 S. Batavia Avenue  
 Geneva, IL 60134  
 United States of America

**Ship To:**

Howard County Public School System  
 Central Office  
 10910 Clarksville Pike  
 Ellicott City, MD 21042  
 United States of America  
 Laurie Anne Berryman [REDACTED]  
 +1 (410) 313-6620 (Landline)

**Comments:**

See attached Quote dated 08/26/2021. Please do not mail PO to vendor. Please email PO to Laurie Berryman. VENDOR- PLEASE EMAIL INVOICE TO LAURIE\_BERRYMAN@HCPSS.ORG

**Bill To:**

Howard County Public School System  
 10910 Clarksville Pike  
 Ellicott City, MD 21042  
 United States of America  
 Attn: Finance Office  
 +1 (410) 313-6600 (Landline)

Currency	Total Lines Amount	Total Tax Amount	Total PO Amount
USD	800.00	0.00	800.00

**Service Lines**

Line Number	Item Name	Description	Start Date	End Date	Due Date	Amount
<b>Ship-To: Central Office,10910 Clarksville Pike,Ellicott City, MD 21042,United States of America   Ship-To Contact: Laurie Anne Berryman [REDACTED]   Deliver-To: Central Office</b>						
1		Item #3026609, ISBN 9780545899482, READ 180 Universal Getting Started 2-Hour Webinar				800.00

**Messages**

- The item(s) specified are subject to the following conditions:
1. Goods/services other than those specified on this purchase order must not be substituted or prices changed without authorization.
  2. All shipments must be prepaid. Prepay shipping charges, unless otherwise specified, and add to invoice. No C.O.D.'s will be accepted.
  3. Unless otherwise stated, delivery hours are between 8:30 AM to 3:30 PM, Monday through Friday, excluding holidays.
  4. Until goods are accepted by authorized HCPSS personnel, seller shall bear risk of loss and damage.
  5. This order may be cancelled without penalty by the Howard County Public School System if full delivery is not made within 30 business days.
  6. The purchase order number must appear on all invoices, packing slips and correspondence to ensure prompt processing.
  7. The Howard County Public School System is Maryland sales tax exempt; our tax exempt number is 30001219. Unauthorized use of this number is not allowed.

Doug Pindell  
 Director of Purchasing