



County of Jefferson

State of Missouri

Administration Center
729 Maple Street · PO Box 100
Hillsboro, Missouri 63050

Ken Waller

County Executive

DEPARTMENT OF ADMINISTRATIVE SERVICES

Stephen M. Stoll—Director

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Human Resources Manager
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OFFICE SOURCE
719 RUDDER RD
FENTON MO 63026-2014

November 22, 2011

The County of Jefferson, Missouri has awarded *Office Source* the renewal contract for *Printer, Copier and Fax Supplies 2011* for an additional 1 year term at the same terms and conditions as previously awarded.

The renewal period is from 01-01-2012 through 12-31-2012.

Ordinance Number: 11-0344

Purchases will be made as requested.

The CONTRACT PURCHASE ORDER is #: **C12COPIERSUPPLIES**
(This PO # must appear on ALL Invoices)

PURCHASES CAN BE MADE BY ALL COUNTY DEPARTMENTS.
ALL INVOICES MUST BE SUBMITTED TO THE REQUESTING DEPARTMENT.
ALL INVOICES MUST INDICATE THE CONTRACT PURCHASE ORDER NUMBER.

JEFFERSON COUNTY IS TAX EXEMPT: TAX ID NUMBER 12545597.

Vickie S. Pratt
Department of Administration
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