



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Purchase Order

PURCHASE ORDER NO.
 OIL10A

PAGE
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CORRECT PURCHASE ORDER NUMBER
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 CHASE ORDER SHOULD BE DIRECTED
 TO THE BUYER AS NOTED BELOW.

CHANGE ORDER

SEE REVERSE SIDE FOR
 TERMS AND CONDITIONS

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

*707140130 304-623-3361
 MATTHEWS LUBRICANTS INC
 PO BOX 2150
 CLARKSBURG WV 26302 2150

AGENCY COPY
 ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	FEIN/SSN	FUND		
11/03/2010	NET 30	550740407			
SHIP VIA	F.O.B.	FREIGHT TERMS	ACCOUNT NUMBER		
BEST WAY	DESTINATION	PREPAID	MUL-MUL		
LINE	QUANTITY	UOP	VENDOR ITEM NO	UNIT PRICE	AMOUNT
	DELIVERY DATE	CAT. NO.	ITEM NUMBER		
BLANKET OPEN-END STATEWIDE CONTRACT THIS BLANKET OPEN-END STATEWIDE CONTRACT IS TO SUPPLY LUBRICANTS, OIL AND GREASES TO ALL WEST VIRGINIA STATE AGENCIES AND POLITICAL SUBDIVISIONS. *****THE FOLLOWING IS INCORPORATED HEREIN BY REFERENCE AND MADE A PART HEREOF:***** REQUEST FOR QUOTATION DATED 08/18/2010 ALL SPECIFICATIONS AND ADDENDA THERETO. VENDOR'S BID DATED 9/21/2010. NOTE: DRUM DEPOSIT AND CREDIT FOR RETURNABLE 55 GALLON DRUMS - \$0/EACH. PACKING SLIP MUST ACCOMPANY ALL SHIPMENTS. ALL DRUMS TO BE SEALED AND SHIPPED ON TWO-WAY, NON-RETURNABLE PALLETS. ALL ORDERS THAT TOTAL \$250.00 OR MORE MUST BE SHIPPED F.O.B. DESTINATION. ORDERS LESS THAN MAY BE OBTAINED BY THE AGENCY USING ALTERNATIVE PROCUREMENT METHODS. IF THE					
				PURCHASING DIVISION CERTIFIED ENCUMBERED NOV - 5 2010 <i>Beverly Toler</i>	
IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE <input checked="" type="checkbox"/>				OPEN END TOTAL	

APPROVED FOR
ONE FISCAL YEAR
Dan Wayne

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY *Krista S. Turrell* 11/3/10
 JO ANN ADKINS 304-558-8802
 PURCHASING DIVISION AUTHORIZED SIGNATURE

GENERAL TERMS & CONDITIONS PURCHASE ORDER/CONTRACT

1. **ACCEPTANCE:** Seller shall be bound by this order and its terms and conditions upon receipt of this order.
2. **APPLICABLE LAW:** The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
3. **NON-FUNDING:** All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the terms of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
4. **COMPLIANCE:** Seller shall comply with all federal, state and local laws, regulations and ordinances including, but not limited to, the prevailing wage rates of the WV Division of Labor.
5. **MODIFICATIONS:** This writing is the parties' final expression of intent. No modification of this order shall be binding unless agreed to in writing by the Buyer.
6. **ASSIGNMENT:** Neither this Order nor any monies due, or to become due hereunder may be assigned by the Seller without the Buyer's consent.
7. **WARRANTY:** The Seller expressly warrants that the goods and/or services covered by this order will:
{a} conform to the specifications, drawings, samples or other description furnished or specified by the Buyer; {b} be merchantable and fit for the purpose intended; and/or {c} be free from defect in material and workmanship.
8. **CANCELLATION:** The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
9. **SHIPPING, BILLING & PRICES:** Prices are those stated in this order. No price increase will be accepted without written authority from the Buyer. All goods or services shall be shipped on or before the date specified in this Order.
10. **LATE PAYMENTS:** Payments may only be made after the delivery of goods or services. Interest may be paid on late payments in accordance with the *West Virginia Code*.
11. **TAXES:** The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
12. **RENEWAL:** Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
14. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.htm and is hereby made part of the agreement provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
16. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
17. **ANTITRUST:** In accepting this purchase order or signing this contract with any agency for the State of West Virginia, the vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to vendor. Vendor certifies that this purchase order or contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law. Vendor further certifies that this purchase order or contract is in all respects fair and without collusion or fraud.



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	DELIVERY DATE	CAT NO	ITEM NUMBER				
0001	12/02/2011	LS	405-39		.00000		
<p>AGENCY CHOOSE TO ORDER LESS THAN \$250.00 ANY TRANSPORTATION COSTS WILL BE INVOICED AS A SEPARATE CHARGE WITH THE ORIGINAL FREIGHT BILL ATTACHED TO THE INVOICE.</p> <p>AGENCIES MAY MAKE SMALL PURCHASES (UNDER \$250.00) FROM A LOCAL SOURCE IF PRICING INCLUDES DELIVERY AND A SAVINGS RESULTS.</p> <p>NOTE: AGENCIES ARE NOT PERMITTED TO STRING ORDERS TO CIRCUMVENT PURCHASING POLICY.</p> <p>CONTRACT COORDINATOR</p> <p>RON ROBY 304.623.3361 (PHONE) 800.424.3361 (TOLL FREE#) 304.623.3364 (FAX) ROBY@MATTHEWSLUBRICANTS.COM</p>							
OIL, AUTOMOTIVE ENGINE							

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE

TOTAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE

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	EXHIBIT 3						
<p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON DECEMBER 3, 2010 AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES</p>							
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<p>SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES</p>					
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<p>FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.</p>							
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MATTHEWS LUBRICANTS INC.

ITEM	DESCRIPTION	CONTAINERS/ PACKAGING	MFR	BRAND BID	UNIT PRICE TRUCK LOAD	UNIT PRICE LESS THAN
1	Motor oil for lubricating 2 cycle engines one pint containers (chain saw motor oil) API TC	24/8 oz. pbs./cs.	COSTAL	TC-W3 2 CYCLE OIL	\$1.95 / pt.	\$1.95
2	Motor oil for lubricating 2 cycle engines (out board motor oil) API TC-W3	12/1 qt. plastic containers	CONOCO	XHP 2 CYCLE	\$3.42 / qt.	\$3.42 / qt.
3	Motor oil for all diesel and gasoline engine service SAE30 CF-2 CF/SJ	12/1 qt. plastic containers	UNION 76	GUARDOL OIL T 30	\$3.24 / qt.	\$3.24 / qt.
4	Motor oil for all diesel and gasoline engine service SAE15W40 C1-4 CF/SJ C1-4, C1-4 PLUS, CH-4, CG-4	12/1 qt. plastic containers	CONOCO	FLEET SUPREME EC 15W40	\$2.10 / qt.	\$2.10 / qt.
5	Motor oil for all diesel and gasoline engine service SAE15W40 C1-4, C1-4 PLUS, CH-4, CG-4, CF-4/SL, SM	55 gal. drum	CONOCO	FLEET SUPREME EC 15W40	\$7.81 / gal.	\$7.81 / gal.
6	Motor oil for all diesel and gasoline engine service SAE15W40 BULK C1-4, C1-4 PLUS, CH-4, CG4, CF-4/SL, SM	BULK 6,000 gal. drum	CONOCO	FLEET SUPREME EC 15W40	\$7.31 / gal.	\$7.31 / gal.
7	Motor oil for all diesel and gasoline engine service SAE10 CF/SL CAT TO-2, ALLISON C-4	5 gal containers	CONOCO	POWER DRIVE 10W	\$8.16 / gal.	\$8.16 / gal.
8	Motor oil for all diesel and gasoline engine service SAE10 CF/SL CAT TO-2, ALLISON C-4	55 gal. drum	CONOCO	POWER DRIVE 10W	\$7.16 / gal.	\$7.16 / gal.
9	Motor oil for all diesel and gasoline engine service 5W/20 CF/SL, SM, SJ, ILSAC GF-4	12/1 qt. plastic containers	CONOCO	SUPER AS SYN BLEND 5W20	\$7.84 / gal.	\$7.84 / gal.
10	Motor oil for all diesel and gasoline engine service 5W30 CF/SL, ILSAC GF-4	12/1 qt. plastic containers	CONOCO	SUPER AS SYN BLEND 5W30	\$1.96 / qt.	\$1.96 / qt.
11	Motor oil for all diesel and gasoline engine service 5W30 CF/SL, SM, SJ, ILSAC GF-4	55 gal. drum	CONOCO	SUPER AS SYN BLEND 5W30	\$7.15 / gal.	\$7.15 / gal.
12	Motor oil for all diesel and gasoline engine service 10W30 CF/SL, SM, SJ, ILSAC GF-4	12/1 qt. plastic containers	CONOCO	SUPER AS SYN BLEND 10W30	\$1.91 / qt.	\$1.91 / qt.

PRICING PAGE - OIL10

13	Motor oil for all diesel and gasoline engine service 10W40 CF/SL	12/1 qt. plastic containers	CONOCO	KENDALL GT-1 HP (11) 10W40	\$2.06 / qt.	\$2.06 / qt.
14	Motor oil for all diesel and gasoline engine service 20W50 CF/SL	12/1 qt. plastic containers	CONOCO	HP MOTOR 20W50	\$2.13 / qt.	\$2.13 / qt.
15	Extreme pressure gear lubricant 80W90 GL-5, MT-1, MACK GO-J	35 lb. containers	CONOCO	UNIVERSAL GEAR OIL 80W90	\$1.38 / lb.	\$1.38 / lb.
16	Extreme pressure gear lubricant 80W90 GL-5, MT-1, MACK GO-J	120 lb. containers	CONOCO	UNIVERSAL GEAR OIL 80W90	\$1.38 / lb.	\$1.38 / lb.
17	Extreme pressure gear lubricant 85W140 GL-5, MT-1, MACK GO-J	120 lb. containers	CONOCO	UNIVERSAL GEAR OIL 85W140	\$1.39 / lb.	\$1.39 / lb.
18	Extreme pressure gear lubricant mineral gear lube 90 gl-1	35 lb. containers	MOBIL	MOBILTRANS HD 50	\$1.75 / lb.	\$1.75 / lb.
19	Powertranz EW 50 EATON PS-164, R7 MACK GO-A PLUS NAVISTAR TMS 6816	35 lb. containers	MOBIL	DEL VAC SYN TRANS 50	\$4.02 / lb.	\$4.02 / lb.
20	Wheel bearing and chassis grease summer weight NLGI #2	14 to 14-1/2oz tubes 10 tubecase	CONOCO	DYNALIFE HT #2	\$1.73 / tube	\$1.73 / tube
21	Wheel bearing and chassis grease summer weight NLGI #2	35 lb. containers	CONOCO	DYNALIFE HT #2	\$1.93 / lb.	\$1.93 / lb.
22	Wheel bearing and chassis grease summer weight NLGI #2	120 lb. containers	CONOCO	DYNALIFE HT #2	\$1.86 / lb.	\$1.86 / lb.
23	All purpose grease (3% molly) water and heat resistant grease NLGI #2	14 to 14-1/2oz tubes 10 tubecase	MOBIL	MOBILGREASE XHP 222 SPECIAL	\$2.47 / tube	\$2.47 / tube
24	All purpose grease (3% molly) water and heat resistant grease NLGI #2	35 lb. containers	MOBIL	MOBILGREASE XHP 222 SPECIAL	\$2.73 / lb.	\$2.73 / lb.
25	All purpose grease (3% molly) water and heat resistant grease NLGI #2	120 lb. containers	MOBIL	MOBILGREASE XHP 222 SPECIAL	\$2.58 / lb.	\$2.58 / lb.
26	Hydraulic oil-light weight RO22 Turbine/Circulating Oil	5 gal. container	CONOCO	ULTRA CLEAN HT 22	\$10.98 / gal.	\$10.98 / gal.
27	Hydraulic oil-light weight	5 gal. container	EXXON	NUTO H 32	\$6.61 / gal.	\$6.61 / gal.

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28	Hydraulic oil-light weight	55 gal drum	EXXON	NUTO H 32	\$5.55 / gal	\$5.55 / gal
29	Hydraulic oil-medium weight	5 gal container	EXXON	NUTO H 46	\$6.74 / gal	\$6.74 / gal
30	Hydraulic oil-medium weight	55 gal drum	EXXON	NUTO H 46	\$5.68 / gal	\$5.68 / gal
31	Hydraulic oil-heavy weight	5 gal container	EXXON	NUTO H 68	\$6.96 / gal	\$6.96 / gal
32	Hydraulic oil-heavy weight	55 gal drum	EXXON	NUTO H 68	\$5.90 / gal	\$5.90 / gal
33	Transmission fluid - Multi Vehicle ATF	12/1 qt. plastic containers	CONOCO	SUPER ATF	\$2.11 / qt.	\$2.11 / qt.
34	Transmission fluid - Multi Vehicle ATF	55 gal drum	CONOCO	SUPER ATF	\$8.00 / gal	\$8.00 / gal
35	Transmission fluid - TO - 4 fluid	5 gal container	MOBIL	MOBILTRANS HD 30	\$9.91 / gal	\$9.91 / gal
36	Transmission fluid - TO - 4 fluid	55 gal drum	MOBIL	MOBILTRANS HD 30	\$9.23 / gal	\$9.23 / gal
37	Automatic Transmission Fluid Multi-Vehicle ATF API DEXRON III, MERCON, MERCON V, ATF+3 ATF+4	12/1 qt. plastic containers	MOBIL	MULTI-VEHICLE ATF	\$3.81 / qt.	\$3.81 / qt.
38	Combination fluid, combination hydraulic	15 gal. container	CONOCO	POWER TRAN FLUID	\$8.74 / gal.	\$8.74 / gal.
39	Combination fluid, combination hydraulic	55 gal. drum	CONOCO	POWER TRAN FLUID	\$7.71 / gal	\$7.71 / gal.
40	Railroad diesel engine oil must be a generation 4 oil as designated by (LOMA) EMD approved	55 gal. drum (LOMA) generation 4 SAE40	MOBIL	MOBILGARD 450 NC	\$10.71 / gal	\$10.71 / gal.
41	Synthetic motor oil for gasoline and diesel engines SAE 5W40 CH-4/SL	12/1 qt. plastic containers	MOBIL	MOBIL 1 TURBO-DIESEL	\$6.28 / qt.	\$6.28 / qt.
42	Synthesized multipurpose gear lubricant 75W90 DANA SHADES 256, REV. C, EATON E500, MAACK GO J PLUS	35 lb. container	MOBIL	DELVAC SYN 75W90 GEAR OIL	\$3.45 / lb.	\$3.45 / lb.

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43	Synthesized multipurpose gear lubricant 80W140 DANA SHADES 256, ARVIN MERITOR O-76, MACK GO-J	35 lb. container	MOBIL	DELVAC SYN 80W140 GEAR OIL	\$3.59 / lb.	\$3.59 / lb.
44	Synthesized multipurpose gear lubricant 75W90 DANA SHADES 256, REV C, EATON ES00, MACK GO-J PLUS	120 lb. container	MOBIL	DELVAC SYN 75W90 GEAR OIL	\$3.39 / lb.	\$3.39 / lb.
45	Limited slip gear lubricant 80W90 GL-5	35 lb. container	N/A	N/A	/lb. N/A	/lb.
46	Limited slip gear lubricant 80W90 GL-5 MOTOR OIL FOR DIESEL AND gasoline engine service 5W20 CF/SL, SM, ILSAC GF-4	120 lb. container	MOBIL	MOBILUBE HD 80W90LS	\$1.68 / lb.	\$1.68 / lb.
47	Transmission fluid - Dexron -VI- ATF	55 gal. drum	CONOCO	SUPER AS SYN BLEND 5W20	\$7.76 / gal.	\$7.76 / gal.
48	Transmission fluid - Dexron -VI- ATF	6/1 qt. Plastic Containers	MOBIL	MOBIL DEXRON VI ATF	\$13.47 / gal.	\$13.47 / gal.
49	TES - 295, Allison TES Fluid	6/1 qt. Plastic Containers	MOBIL	DELVAC SYS ATF	\$31.84 / gal.	\$31.84 / gal.



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Purchase Order

PURCHASE ORDER NO.
 OIL10A

PAGE

BLANKET RELEASE
 00

CORRECT PURCHASE ORDER NUMBER
 MUST APPEAR ON ALL PACKAGES,
 INVOICES, AND SHIPPING PAPERS.
 QUESTIONS CONCERNING THIS PUR-
 CHASE ORDER SHOULD BE DIRECTED
 TO THE BUYER AS NOTED BELOW.

CHANGE ORDER

SEE REVERSE SIDE FOR
 TERMS AND CONDITIONS

INVOICE TO
 ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

VENDOR
 *707140130 304-623-3361
 MATTHEWS LUBRICANTS INC
 PO BOX 2150
 CLARKSBURG WV 26302 2150

SHIP TO
 ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
11/03/2010		NET 30		550740407			
SHIP VIA		F.O.B.		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MUL.-MUL.	
LINE	QUANTITY	UOP	VENDOR ITEM NO.	UNIT PRICE	AMOUNT		
LINE	DELIVERY DATE	CAT.NO.	ITEM NUMBER				
RECEIPT TICKET FOR PURCHASE ORDER:				OIL10A			
LINE	CATNO	ITEM NUMBER	DESCRIPTION	QTY	DATE		
0001		405-39	OIL, AUTOMOTIVE ENGINE				
SIGNATURE _____				DATE _____			
IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE <input type="checkbox"/>							TOTAL

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE