



State of West Virginia
Agency Purchase Order

CORRECT ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS. QUESTIONS CONCERNING THIS ORDER SHOULD BE DIRECTED TO THE DEPARTMENT CONTACT.

Order Date: 12-19-2023

Order Number:	APO 0613 9906 VET2400000071 1	Procurement Folder:	1347219
Document Name:	Wreaths - Wreaths Across America (DCKMSVC)-12/16/23	Reason for Modification:	
Document Description:	Wreaths - Wreaths Across America (DCKMSVC)		
Procurement Type:	Agency Emergency Purchase		
Buyer Name:	Heather L Brunton		
Telephone:	(304) 558-3661		
Email:	heather.l.brunton@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	

VENDOR		DEPARTMENT CONTACT	
Vendor Customer Code:	VC0000123415	Requestor Name:	Brittany M Spencer
WREATHS ACROSS AMERICA PO BOX 249		Requestor Phone:	(304) 558-3661
COLUMBIA FALLS	ME 04623	Requestor Email:	brittany.m.spencer@wv.gov
US			
Vendor Contact Phone:	2074700963	Extension:	
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	Not Entered		
#3	Not Entered		
#4	Not Entered		

INVOICE TO	SHIP TO
DIVISION OF VETERANS ASSISTANCE 1900 KANAWHA BLVD BUILDING 5, ROOM 205 CHARLESTON WV 25301 US	VETERANS AFFAIRS 130 ACADEMY DR DUNBAR WV 25064 US

Total Order Amount:	\$16,320.00
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DEPARTMENT AUTHORIZED SIGNATURE SIGNED BY: Heather L Brunton DATE: 2023-12-19 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Annual Wreath Across America event
Total wreaths: 1692 shipped
Total Donated: 252
Total Needed: 1440 (960 purchased @ \$17.00 and 480 for free on the 2 for 3 deal= \$16,320.00

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	10502907	1.00000	LS	16320.000000	16320.00
Service From	Service To	Manufacturer	Model No		

Commodity Line Description: Wreaths

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	Document Phase	Document Description	Page
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

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