

**Acknowledgement of Receipt  
for the  
Printed Office Stationary Specifications**

Please take a moment to acknowledge receipt of the attached bid documents. Your compliance with this request will assist us in maintaining proper bid follow-up procedures while ensuring that all vendors have the opportunity to bid.

Date Specifications Released:

January 23, 2015

Date Specifications Received:

Do You Plan on Submitting a  
Proposal?

☐ YES

☐ NO

If no, please explain:

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**Company Information:**

Company Name

Address

City, State, Zip

Phone/Fax

Email Address

Received By

**Note: Acknowledgements can be emailed to Beth Garber  
at:  
bgarber@sarpy.com**

**IMPORTANT: DO NOT FAX BIDS  
BIDS MUST BE SUBMITTED IN SEALED PACKAGES!**