

Sparkletts (DS Services) Office Water Services

P Card holders will be required to attach your monthly Sparkletts (DS) Water invoice to your monthly P Card reconciliation that is sent to AP. Please follow the instructions below if you need assistance in printing your invoice.

1. Log in to your [Sparkletts online account](#). Click on **View Past Invoices**



Welcome, Angelina Escalera

Service for Delivery Address
1250 N Bellflower Blvd. Bn-346, Long Beach, CA

Make a Payment


BILLING ADDRESS 1250 N Bellflower Blvd Long Beach, CA 90840 Change >	LAST PAYMENT \$32.09 Payment Received 10/21/19	CURRENT BALANCE \$0.00 Current balance may not reflect your most recent activity.	Make a Payment Sign Up for Autopay View Past Invoices
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DELIVERY ON **OCT 31, 2019** THIS DELIVERY MAY BE MODIFIED UNTIL EASTERN STANDARD TIME OF 03:00 PM OCT 30, 2019

	Order Frequency	Quantity	Unit Price	Total	
 Sparkletts 5 Gallon Bottled Water Crystal Fresh Purified Water 1 Bottle		5	\$2.41 ea	\$12.05	

[Previously Delivered Products](#) [Add an Extra Delivery](#) [Skip Your Next Delivery](#) [Cancel changes](#) [Place Order](#)

*Quantity and/or Frequency has updated. Please place order.

 **Cups for all drinks**

2. Click on **Undelivered Tickets**

Welcome, Angelina Escalera Service for Delivery Address
1250 N Bellflower Blvd, Bh-346, Long Beach, CA ...

Make a Payment

BILLING ADDRESS 1250 N Bellflower Blvd Long Beach, CA 90840 Change >	LAST PAYMENT \$32.09 Payment Received 10/21/19	CURRENT BALANCE \$0.00 Current balance may not reflect your most recent activity.	Make a Payment Sign Up for Autopay View Past Invoices
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View Invoices

SHOW HISTORY FOR: 2019

SHOW HISTORY FOR: 7243159

BILLING ADDRESS: 1250 N Bellflower Blvd, Bh-346, Long Beach, CA 90840

[Search](#)

[Unbilled Delivery Tickets](#)

3. Open the Delivery Ticket/Invoice you are looking for.

Sparkletts 800-201-6218

Welcome, Angelina Escalera

Unbilled Delivery Tickets

DELIVERY ADDRESS	DELIVERY DATE	DOWNLOAD
1250 N Bellflower Blvd, Bh-346, Long Beach, CA 90815	October 2, 2019	View Delivery Ticket
1250 N Bellflower Blvd, Bh-346, Long Beach, CA 90815	October 16, 2019	View Delivery Ticket

[Close](#)

Make a Payment

BILLING ADDRESS 1250 N Bellflower Blvd Long Beach, CA 90840 Change >	LAST PAYMENT \$32.09 Payment Received 10/21/19	CURRENT BALANCE \$0.00 Current balance may not reflect your most recent activity.	Make a Payment Sign Up for Autopay View Past Invoices
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View Invoices

SHOW HISTORY FOR: 2019

SHOW HISTORY FOR: 7243159

BILLING ADDRESS: 1250 N Bellflower Blvd, Bh-346, Long Beach, CA 90840

[Search](#)

[Unbilled Delivery Tickets](#)

4. Print out the Delivery Ticket/Invoice and attach this to your monthly P Card reconciliation statement for AP processing.

DELIVERY TICKET
Sparkletts
800-4-Waters
www.water.com

Customer#	: 7243159	Ticket#	: 192894518014
Location#	: 16475453	PO#	:
	CSULB	Date	: 10/16/2019
	1250 N BELLFLOWER BLVD	Route	: 4518
	BH-346		
	LONG BEACH, CA 90815		

Delivered Items	Qty	Price	Amount
5.0 GALLON BOTTLE	-5	0.00	0.00
SPARKLETTS 5G CRYSTAL FRESH DRINKING WATER	5	2.41	12.05
5.0 GALLON BOTTLE	5	0.00	0.00

(5Bottles Delivered - 5Bottles Returned = 0Bottle Deposits)	
Subtotal Sales	12.05
Sales Tax	0.00
Delivery Ticket Total	12.05
Payment Total	0.00