

## COMMONLY USED COMMODITY CODES IN APECS

| Category                                       | Class | Description   |
|--|-------|---|
| <b>Art Equipment and Supplies</b>              |       |   |
| 050  | 59    | Art Paper, Various Types  |
| 050  | 40    | Drawing and Painting Art Supplies: Brushes, Canvas, Chalk, Colors (Acrylic, Oil, Water, etc.), Crayons, Palettes, Paper and Pads, Staples, etc. |
| 050  | 43    | Glue, Paste, etc., Art Supplies   |
| <b>Audio Visual</b>                            |       |   |
| 655  | 15    | Camera Accessories: Batteries, Power Packs and Chargers, Tripods, etc.  |
| 655  | 20    | Camera Attachments: Adapter Rings, Collimators, Filters, Lenses, etc.   |
| 655  | 25    | Camera Carrying Cases, Gadget Bags, etc.  |
| 655  | 29    | Cameras, Digital Type (Incl. Digital Network Cameras)   |
| 803  | 39    | Microphones and Related Equipment (Not Wireless Systems): Chestsets, Earphones, Handsets, Headphones, etc.                                      |
| 715  | 60    | Multimedia Sets (Prepared)  |
| 803  | 40    | Microphones and Related Equipment (Wireless Systems): Chestsets, Earphones, Handsets, Headphones, etc.  |
| 880  | 30    | Pointers, Projection Type, Hand-Held and Stationary (110V AC and Battery Powered)   |
| 880  | 43    | Projection Screens, Standard and Rear-Projection Types  |
| 880  | 46    | Projection Stands, Tables, etc., Standard and Rear-Projection Types   |
| 880  | 67    | Projectors (DLP and LCD Projectors)   |
| 880  | 61    | Projectors, Overhead Transparency; Carrying Cases; Parts; and Accessories   |
| 840  | 67    | Video Camera Recorders, Digital Type  |
| 840  | 70    | Video Camera-Recorders, Accessories and Parts (Portable Type)   |
| 655  | 96    | Video Capturing Devices Connected to Computers or Computer Networks, (Web Cameras)  |
| 655  | 95    | Video Equipment and Accessories (Including Tapes)   |
| 840  | 82    | Video/Disk/DVD Players (Recorders and Playback Only Devices); CDI Players, etc.   |
| <b>Batteries</b>                               |       |   |
| 287  | 12    | Batteries for Electronic Equipment  |
| 838  | 23    | Batteries, Communication (Radio, Telephone, etc)  |
| 600  | 02    | Calculator Batteries  |
| <b>Books</b>                                   |       |   |
| 715  | 04    | Audio and Video Books, Digital  |
| 715  | 10    | Books, Curriculum Guides, Directories, Pamphlets, Periodicals, Publications, Reprints, etc.   |
| 715  | 12    | Books, Reference (Incl. CD versions): Dictionaries, Encyclopedias, etc.   |
| <b>Calculators</b>                             |       |   |
| 600  | 17    | Calculators, Electronic Display Type, Non-Programmable  |
| 600  | 19    | Calculators, Electronic, Display Type, Programmable   |
| <b>Catering</b>                                |       |   |
| 961  | 15    | Catering  |
| <b>Classroom &amp; Instructional Materials</b> |       |   |
| 785  | 02    | Agendas/Planners, Student   |
| 785  | 05    | Atlases, Charts, Globes, and Maps   |
| 785  | 15    | Blackboards, Chalkboards and Dry Erase Boards   |
| 785  | 20    | Books: Class Register, Record, and Plan Books   |
| 785  | 26    | Bulletin Board Accessories  |
| 785  | 25    | Bulletin Boards: Changeable Letter, Cork, Magnetic, Peg, etc.   |
| 785  | 30    | Chalk, Crayons, Erasable Markers, Water Colors, Permanent Markers (Child Proof Safety Type), etc.   |
| 785  | 32    | Classroom Equipment and Supplies (Not Otherwise Classified)   |
| 785  | 44    | Displays, Educational: Kits, Models, Plaques, etc.  |
| 785  | 45    | Drawing/Art Supplies, Schoolroom: Colored Pencils, Compasses, Construction Paper, Drawing Paper, Pencil/Pen Pouches, Protractors, etc.          |
| 715  | 33    | Drawings and Diagrams: Dimensional, Technical, etc.   |
| 785  | 47    | Easels, Accessories and Supplies, All Types (Including Flip Charts)   |
| 785  | 53    | Educational Games and Toys, All Types   |
| 785  | 57    | Erasers and Cleaners, Chalkboard and Dry Erase Board  |
| 715  | 40    | Filmstrips, Slides, Transparencies, etc. (Prepared)   |
| 785  | 65    | Handwriting Materials, Instructional Aids and Supplies  |
| 785  | 70    | Instructional Aids: Courses, Lesson Plans (Prepared), Programs, Ancillary Materials, Videos, etc.   |
| 785  | 73    | Notebooks and Spirals   |
| 785  | 74    | Number Boards and Directory Boards  |
| 785  | 76    | Paper Items, Classroom: Composition Books, Scrapbooks, Examination Booklets, Notebook Filler, Tablets, etc.                                     |
| 785  | 80    | Plays and Entertainment, Schoolroom   |
| 785  | 83    | Presentation Systems Equipment (Incl. Presentation Boards and Multi-Image Devices)  |
| 785  | 85    | Reading Programs, Reading Aids, Accelerators, and Calculators   |
| 785  | 88    | Science Instruction Equipment   |

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|--|-------|---|
| <b>Computers and Accessories</b>                     |       |   |
| 208  | 80    | 3 Yr. Computrace Complete Software for Laptops Not Stored in a Wireless Carts   |
| 204  | 13    | Cables: Printer, Disk, Network, etc.  |
| 207  | 23    | Carts, Computer   |
| 204  | 53    | Desktop Computers   |
| 204  | 32    | Flash Jump Drives   |
| 920  | 31    | Installation of Computers, Peripherals, and Related Equipment (Including Software)  |
| 204  | 54    | iPad, Laptop, Notebook, and Tablet  |
| 204  | 48    | Keyboards   |
| 204  | 60    | Monitor   |
| 208  | 80    | MS Office Academic Pro Software for Computers   |
| 207  | 47    | Security Cable/ Lock (Fasteners and Accessories, Thumb Lock)  |
| <b>Consulting and Contract Services</b>              |       |   |
| 918  | 32    | Consulting Services   |
| 924  | 35    | In-Service Training for Employees   |
| 962  | 58    | Other Contracted Services   |
| <b>Copier Rental/Maintenance</b>                     |       |   |
| 985  | 26    | Copy Machine, Plain Paper Type (Including Cost-Per-Copy Type Leases) Rental or Lease  |
| 600  | 46    | Copy Machine/ Supplies (Purchase)   |
| <b>Equipment Rental (Non-Copier/Duplex Machines)</b> |       |   |
| 975  | 40    | Equipment Rental  |
| <b>Fees</b>  |       |   |
| 924  | 20    | Examination and Testing Services  |
| 963  | 37    | Fees, Conference/Convention   |
| 963  | 48    | Membership Dues/ Fees   |
| 963  | 64    | Registration Fess   |
| <b>Field Trips/ Travel</b>                           |       |   |
| 962  | 87    | Travel, Local (Provided By Third Party)   |
| 962  | 88    | Travel, Non-Local (Scheduled And Unscheduled), Provided By Third Party (Incl. Commercial Airplane Travel And Helicopter Services) |
| <b>Garbage Pick Up Services</b>                      |       |   |
| 968  | 71    | Garbage Pick Up Services (Solid or Liquid Waste Disposal)   |
| <b>Interactive Whiteboards</b>                       |       |   |
| 207  | 75    | Projection Devices and Accessories: Interactive Conferencing Boards, LCD, Pads, Panels, etc.                                      |
| <b>Laminating Film or Equipment</b>                  |       |   |
| 665  | 42    | Laminating Presses, Film, and Supplies  |
| <b>Lamps, Projection</b>                             |       |   |
| 285  | 45    | Projector Lamps   |
| <b>Magazine Subscriptions/ Periodicals</b>           |       |   |
| 715  | 35    | Electronic Publications: Directories, Dictionaries, Encyclopedias, etc.   |
| 956  | 40    | Magazine Subscriptions  |
| <b>Office Supplies</b>                               |       |   |
| 615  | 03    | Adding Machine and Calculator Paper (Rolls)   |
| 615  | 05    | Adhesives and Applicators: Glue, Mucilage, Paste, etc.  |
| 615  | 09    | Binders: Chain, Post, Prong, Ring, etc.   |
| 615  | 14    | Boards: Calendar, Schedule, Dispatch, Manning, etc.   |
| 615  | 19    | Calendars, Calendar Pads and Stands   |
| 615  | 23    | Chair Mats (Carpet Protectors), All Types   |
| 615  | 25    | Clipboards, Arch Boards, etc.   |
| 615  | 29    | Correction Fluid, Sheets and Tape, Including Thinners   |
| 605  | 24    | Date and Time Machines and Parts  |
| 615  | 33    | Desk Accessories: Alphabetizers, Cash Boxes, Desk Files, File Card Cabinets, Letter Sorters, Message Racks, etc.                  |
| 620  | 10    | Desk Sets, Inkstands, Penholders, Pen Points, etc.  |
| 620  | 20    | Erasers: Pencil Types, etc., (See 785-57 for Blackboard and Dry Erase Types)  |
| 615  | 35    | File Cards, Blank and Ruled   |
| 615  | 37    | File Cases: Jackets, Binder, Storage, Transfer, etc.  |
| 615  | 39    | File Dividers, Labels, Tabs, etc.   |
| 615  | 43    | File Folders, Hanging Type; and Accessories   |
| 615  | 45    | File Folders, Regular, Legal and Letter Sizes   |
| 615  | 41    | File Folders: Expanding Envelopes, Wallets, etc.  |
| 615  | 47    | File Guides   |
| 605  | 36    | Footrests / Stools  |
| 615  | 48    | Holders, Form and Memo (Including Spindles)   |

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|--|-------|--|
| 615                                      | 49    | Index Tabs: Celluloid, Cloth, etc.   |
| 620                                      | 50    | Ink Refills (Not Ballpoint), Drawing and Writing   |
| 620                                      | 30    | Ink: Drawing, Marking, and Writing   |
| 605                                      | 30    | Labeling Machines and Tapes  |
| 615                                      | 51    | Labels, Reinforcements, Seals, etc. (Not Printed); and Sealing Wax   |
| 615                                      | 55    | Letter and Card Trays, All Types   |
| 615                                      | 53    | Letter Folders and Openers   |
| 615                                      | 57    | List Finders, Rolodex, Telephone Strips, and Accessories   |
| 605                                      | 46    | Moisteners and Rubber Finger Tips (Incl. Sheet Lifters)  |
| 616                                      | 60    | Office Supplies, General (Not Otherwise Classified), Environmentally Certified Products  |
| 615                                      | 62    | Pads and Tablets: Analysis, Columnar, Figure, Memo, Note, Ruled, Post-It Notes, Telephone Message, etc.  |
| 615                                      | 67    | Paper Clips, Ball Bearing  |
| 615                                      | 71    | Paper Fasteners, Prong Type  |
| 620                                      | 85    | Pen and Pencil Sets, Including Combo Type  |
| 620                                      | 81    | Pen Refills (General Writing Types): Ball Point, Nylon Tip, Plastic Tip, Roller Ball, etc.   |
| 605                                      | 60    | Pencil Sharpeners, Electric and Battery Operated   |
| 620                                      | 60    | Pencils, Lead; Pencil Leads; Pencil Lengtheners; etc.  |
| 620                                      | 80    | Pens (General Writing Types): Ball Point, Nylon Tip, Plastic Tip, Roller Ball, etc.  |
| 620                                      | 90    | Pens, Marker Type (Including Highlighter Types)  |
| 615                                      | 72    | Planners, Organizers   |
| 605                                      | 67    | Punches, Paper, Manual   |
| 610                                      | 35    | Ribbons, Adding Machine and Calculator, All Types  |
| 615                                      | 75    | Rubber Bands, All Sizes  |
| 615                                      | 77    | Rubber Stamps, Stamp Pads, Stamp Pad Ink and Stamp Racks   |
| 615                                      | 79    | Rulers, All Types  |
| 605                                      | 69    | Scissors   |
| 615                                      | 80    | Sheet Protectors, All Types  |
| 605                                      | 82    | Staple Removers  |
| 605                                      | 85    | Staplers, Electric   |
| 605                                      | 88    | Staplers, Manual   |
| 615                                      | 81    | Staples  |
| 615                                      | 82    | Stock Forms and Labels: Copy Sets, Receiving Forms, Speed Letters, etc.  |
| 615                                      | 84    | Tacks (Office Use): Map, Thumb, etc. (Incl. Push and T Pins)   |
| 615                                      | 88    | Tape and Dispensers, Office Type   |
| 615                                      | 93    | Visible Record Supplies: Cards, Flags, Folders, Hinges, Signal, Strips, Tabs, etc.   |
| 615                                      | 95    | Wastebaskets, Office, All Types  |
| <b>Printing Equipment and Services</b>   |       |  |
| 966                                      | 18    | Copying Services (Reproduction)  |
| 600                                      | 79    | Poster Maker Machine and Equipment   |
| 204                                      | 77    | Printers, Laser  |
| 966                                      | 86    | Specialty Printing Services  |
| <b>Scanners</b>                          |       |  |
| 204                                      | 88    | Scanners, Document: Handheld, Desktop and High Volume  |
| <b>Shipping and Handling</b>             |       |  |
| 962                                      | 86    | Shipping and Handling Charges (Transportation of Goods and Other Freight Services)   |
| <b>Shredding Services</b>                |       |  |
| 962                                      | 27    | Disposal of Docs- Shredding  |
| <b>Software</b>                          |       |  |
| 208                                      | 80    | 3 Yr. Computrace Complete Software for Laptops Not Stored in a Wireless Carts  |
| 208                                      | 43    | Educational Software: Foreign Languages, Math, Science, Social Studies, Etc.   |
| 208                                      | 54    | Internet & Web based Software  |
| 208                                      | 80    | MS Office Academic Pro Software for Computers  |
| <b>Stamps</b>                            |       |  |
| 963                                      | 57    | Postage Stamps   |
| <b>Temporary Services</b>                |       |  |
| 958                                      | 74    | Personnel Management Service   |
| <b>Toner Ink and Cartridges</b>          |       |  |
| 207                                      | 72    | Printer Accessories and Supplies: Chemicals, Forms Tractors, Inks and Cartridges, Paper, Label Sheets, Sheet Feeders, Toner Cartridges, Wheels, etc. |
| <b>Wireless Remote Systems- Clickers</b> |       |  |
| 785                                      | 90    | Test and Test Scoring Devices: Achievement, Aptitude, Intelligence, etc.   |