



**Department of General Services
Procurement Division**

707 Third Street, Second Floor, West Sacramento, CA 95605
(916) 375-4400 (800) 559-5529

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**TO: Purchasing Authority Contacts (PACs)
Procurement and Contracting Officers (PCOs)**

**RE: Functionality Changes in FI\$Cal - Golden State Financial Marketplace
(GS \$Mart) Transactions - Creating Finance Transactions**

Departments transacting in FI\$Cal are required to use new functionality when creating new GS \$Mart financing transactions. The following job aid explains how to create a lender contract and purchase order(s) when financing is being arranged for the acquisition of products and services:

Clicking on the FI\$Cal link below, log into your FI\$Cal user account, then search for the following Job Aid: [FISCal.536 GS \\$Mart - End to End](#).

FI\$Cal Link: [Knowledge Search - Customer Support \(ca.gov\)](#)

If you have questions regarding this notification, please contact:

Golden State Financial Marketplace

SFM@dgs.ca.gov

(279) 946-8159