



LOS RIOS COMMUNITY COLLEGE DISTRICT
1919 Spanos Court • Sacramento, CA 95825-3981

P.O. No. F 693

Date 4-22-14

LIMITED PURCHASE ORDER
(Not to Exceed \$200.00)

VENDOR NAME AND ADDRESS: Cordova Community Council Foundation 2729 PROSPECT PARK DR, #117 Rancho Cordova CA 95670 916-273-5704	DELIVERY INSTRUCTIONS: <input type="checkbox"/> Deliver to Address Below <input checked="" type="checkbox"/> Will Call (Check one) REVL FLOOR 73
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ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	ONE TIME RENTAL OF	1			\$25.00	\$25.00
2	8" TABLE - 2-CHAIRS FOR					
3	"FEST" - MAY 17th - 5-9pm					
4						
5	INVOICE # 201408 (ATTACHED)					
6						
7						
8						
9						
10						

Purchases Charged to Categorical Programs, Grants or Special Projects
This purchased is in compliance with the requirements of:

NA Program Name
 _____ For grants/special projects _____ Project/Grant Number
 Program Director/Coord. Signature _____
 Program Goal/Objective Number/Explanation _____

SUB-TOTAL	_____
SALES TAX	_____
TOTAL (Not to Exceed \$200.00)	\$25.00

VENDOR: Reference P.O. number on all invoices and packing slips. Total invoice may not exceed \$200.00 including tax and shipping costs. Mail invoices in duplicate to: Los Rios Community College District, Accounting Department, 1919 Spanos Court, Sacramento, CA 95825.

I/WE hereby certify the items/services listed above are to be obtained in accordance with District Regulation 8323/Section 4, Conflict of Interest, and all other applicable district, state, and federal policies, rules, regulations, and laws.

REQUESTED BY: Joyce Heiland TYPED/PRINT DATE: 4-22-14

REQUESTED BY: [Signature] SIGNATURE DATE: 4-22-14

APPROVED: [Signature] DEAN OR OTHER AUTHORIZED SIGNATURE DATE: 4/22/14

APPROVED: [Signature] VICE PRESIDENT, ADMINISTRATION DATE: 4/30/14

Received by _____ Date _____

5890
 CONF 450011 17L.VI.RCOR [Signature]

Bus. Unit	Account	Fund	Org	Amount
	600100	000001	2014 041A	\$25.00

APPROVED: _____ DATE: _____

APPROVED: _____ DATE: _____

Bus. Unit	Account	Fund	Org	Amount
				\$

FOLSOM LAKE COLLEGE

100 SCHOLAR WAY • FOLSOM, CA 95630
TELEPHONE (916) 608-6549

CHECK NO. **FL- 00873**

VENDOR NO. **0000003279**

DATE **April 30, 2014**

LOCATION **09**

TO
Cordova Community Council - Foundation
2729 Prospect Park Dr, Ste 117
Rancho Cordova, CA 95670


REQUISITIONED BY **LPO F 693**
LPO Heiland / Van Dam

GEN FD	5890	11	FL-VI-RCOR	60100	00000	2014	041A	\$ 25.00
BUS UNIT	ACCOUNT	FUND	DEPARTMENT (ORG)	PROGRAM	CLASS	BY	PROJECT/GRANT	AMOUNT

BUS UNIT	ACCOUNT	FUND	DEPARTMENT (ORG)	PROGRAM	CLASS	BY	PROJECT/GRANT	AMOUNT

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EST. TOTAL AMOUNT
1	1	For the exhibitor booth space table and chairs for the 7 th Annual Rancho Cordova iFest on May 17, 2014 For Rancho Cordova Center	25	\$ 25.00
			Total	\$ 25.00

RECEIVED BY: _____
DATE: _____

FOLSOM LAKE COLLEGE REVOLVING FUND ACCOUNT 100 Scholar Way • Folsom, CA 95630 Folsom Lake College will pay to the order of:	BANK OF AMERICA GOVERNMENT BANKING	CHECK No. FL- 00873 DATE: APRIL 30, 2014	11-35 1210
xx CORDOVA COMMUNITY COUNCIL xxxxxxxxxxxxxx \$ 25.00 xxxxxx Twenty five and NO/100 xxxxxxxxxx DOLLARS		(NOT TO EXCEED \$250.00) *THIS CHECK VOID 60 DAYS FROM DATE DRAWN	
			
@000873@ : 121000358: 14993 110421			



CORDOVA COMMUNITY COUNCIL

2729 Prospect Park Drive, Suite 117
Rancho Cordova CA 95670
(916) 273-5704
melody@cordovacouncil.org

Invoice

Bill To: Folsom Lake College
Attn: Joyce Heiland

Invoice #: 201408
Date: 4/11/2014
Customer ID: FLC

Thank you for your support of the Cordova Community Council. Please remit \$25 for the exhibitor booth space table and chairs you have reserved for the 7th Annual Rancho Cordova iFest (International Festival). The Cordova Community Council Foundation is a 501 c 3 charitable organization EIN 20-8488524. Part or all of your contribution may be tax deductible. Please consult your tax advisor.

Thank you!

REMITTANCE

Customer ID: **FLC**
Due Date: **5/10/14**
Amount Due: **\$25.00**

Send to:	Cordova Community Council Foundation 2729 Prospect Park Dr, Ste 117 Rancho Cordova, CA 95670
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For Payment via Credit Card, please provide the following information:

Card Holder Name: _____

Mailing address associated with card: _____

Credit card number: _____

Expiration Date: _____ 3 digit code on back of card: _____

Type of card (circle one): Visa / Mastercard

Signature of Authorized Card Holder: _____



You're invited!

International Festival 2014
May 17, 2014
Village Green Park
3141 Bridgeway Drive
Rancho Cordova CA 95670

Small world. Big party!

You are invited to participate in Rancho Cordova's iFest, an event that celebrates our community's rich cultural heritage. It's a small world, but a BIG PARTY!

IFEST will be held on Saturday, May 17 from 5 p.m. to 9 p.m. at Village Green Park. Events include **FREE** dance and music from around the world and delicious food from the far corners of the globe available for purchase. The goal is to celebrate the cultures of our community and our world. Admission to the public is **FREE**.

This is an opportunity for **EXHIBITORS** to become part of this wonderful event, now in its seventh year. Turnout is expected to exceed 3,000.

EXHIBITORS: Here's the scoop!

Space has been reserved for a select number of cultural exhibitors. The iFest Planning Committee will be choosing the most appropriate exhibitors to enhance the theme of community and cultural diversity. Exhibitors may distribute or collect information, but all are required to have a free activity or demonstration. **No product, service, or food sales are allowed without prior approval.**

SPONSORSHIPS: We appreciate your help!

Kid's Day in the Park is now accepting sponsorships for those who wish to participate at a higher level of support and exposure. Please see the attached **PARTNERSHIP PACKAGE** for details.

EXHIBITOR APPLICATION

Please type or print form. All applications are due no later than Friday **April 27, 2014**.

EXHIBITOR INFORMATION
Name of Organization: Folsom Lake College - Rancho Center
Authorized Representative: Jack Heiland
Daytime phone: 916-255-3431 Cell Phone: _____
Mailing Address: 10378 Rockingham Drive, SAC, CA 95827
E-mail: HEILANJ@FLC.LOSREOS.EDU

Please provide a brief description of what you will be exhibiting or demonstrating (i.e. art work, oragami, henna, etc...)

FHC Rancho Cordova Center Fall
Class Schedule.

Please list any specific space requirements and/or special location needs:

NA

Electrical Needs: Power sources are limited at this event. Please provide detailed information on ALL PLUG-INS you will be employing, including plug type and approximate amperage of each. We will confirm via email if we will be able to accommodate your electrical request.

NA

REGISTRATION FEES

Non-profit 501 c 3, church, cultural group, or government agency x No Charge \$0
Businesses (Booth space available with \$500 or higher sponsorship level) x 0
TOTAL REGISTRATION FEES DUE: 0

Table and chair rental available!

NEW! Tables and chairs are available for rent. One 8-foot table with two chairs is \$25. Additional tables and chairs are available for rent by those who have purchased the table/chairs deal – see pricing below. All rented equipment will be set up and ready upon your arrival. **All registration and rental fees must be pre-paid.** Please indicate your rental needs below.

RENTAL FEES

Table/chairs deal – 1 table/2 chairs (\$25): x \$25.00 = \$25.-
Additional tables (\$10 each): Additional #needed _____ x \$10.00 = _____
Additional chairs (\$5 each): Additional #needed _____ x \$5.00 = _____
TOTAL RENTAL FEES DUE: \$25.-

Checks should be made payable to CORDOVA COMMUNITY COUNCIL. All fees and rentals must be paid at time of registration. Please let us know if you need to be invoiced for payment by credit card. **All rentals are optional; you are welcome to bring your own tables, chairs and tents.**

SET UP INFORMATION:

iFest is held in Village Green Park, 3141 Bridgeway Dr., in Rancho Cordova. All booths are located outside in a park setting, so plan for the weather! Exhibitors are required to bring their own tent, tables, and chairs.

Event hours are 5 p.m. to 9 p.m. Saturday, May 17. Check-in and set-up begins at 2 p.m. and all booths and activities must be ready to go at 4:30 p.m. If you have been approved for electricity, you will need to be setup no later than 3 p.m.

Upon arrival, check in at the INFORMATION booth. You will be able to park in designated loading zones to unload, however you will need to relocate your vehicle after unloading. A map detailing your location will be available by May 9.

HOLD HARMLESS, RELEASE & INDEMNIFICATION

We reserve the right to refuse any exhibitor we feel is inappropriate for a public or community showing or is in violation of local or festival ordinances.

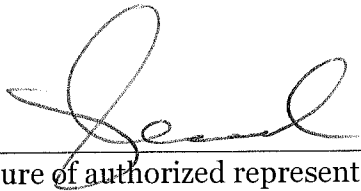
In addition, applicant hereby releases and agrees to hold harmless and to not bring any lawsuit, arbitration or other action, claim or proceeding (collectively "Release") against the Cordova Community Council, the Cordova Recreation and Park District, and the Rancho Cordova International Festival (collectively "Sponsoring Parties), their members, directors or employees, relating to the 2014 International Festival. This release includes, but is not limited to any claim, loss, expense, cost, obligation or liability that Applicant may suffer related to the 2014 International Festival or by reason of any act or omission by any of the Sponsoring Parties. This release includes, but is not limited to every type of personal injury, property damage and damage to business interests, whether caused by the Sponsoring Parties or third parties, natural, animal or human-made disaster.

In consideration of being permitted by the Sponsoring Parties to participate in this activity, I hereby waive, release and discharge all claims for damages for personal injury, death or property damage which I may have or which may hereafter accrue as a result of my participation in said activity. This release is intended to discharge in advance the above Sponsoring Parties, other participants, officials, sponsors, advertisers, owners and lessees of the premises used to conduct the event and each of them, their officers, directors, agents, all of which are referred to as "Releasees," from all liability to the undersigned, my/our personal representatives, assigns, heirs and next of kin for any of all claims, demands, losses or damages on account of injury, including but not limited to death or damage to property, caused or alleged to be caused in whole or in part by the negligence of the "Releasees" or otherwise.

I fully understand and acknowledge that: (a) there are risks and dangers associated with participation in this, including but not limited to those of bodily injury, partial and/or total disability, paralysis and death; (b) the social and economic losses and/or damages, which could result from those risks and damages could be severe; (c) these risks and dangers may be caused by the negligence of participants or the negligence of others, including but not limited to the "Releasees" named above; (d) there may be other risks not known to us or are not reasonably foreseeable at this time. I further accept and assume such risks and responsibility for the losses and/or damages following such injury, disability, paralysis or death, however caused and whether caused in whole or in part by the negligence of the "Releasees" named above.

I HAVE CAREFULLY READ THE AGREEMENT, WAIVER AND RELEASE ABOVE AND FULLY UNDERSTAND ITS CONTENTS, I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND THE ABOVE SPONSORING PARTIES AND I SIGN IT OF MY FREE WILL.

I have read all the conditions and policies of the Rancho Cordova International Festival as stipulated in this application and agree to those conditions.



Signature of authorized representative

4-21-14
Date

Name of Authorized Representative:

Joyce Heiland

Name of Organization Represented:

Folsom Lake College

Please fax or email this application no later than Friday **April 25, 2014**, to:

Cordova Community Council

c/o Melody Granger-Mayer

2729 Prospect Park Dr, Ste 117, Rancho Cordova, CA 95670

Phone: (916) 273-5705 fax:(916) 273-5727

Email: melody@cordovacouncil.org

The Cordova Community Council reserves the right to accept or deny applications with or without cause. You will be notified by phone or email as to whether or not your application has been accepted. Confirmation of your performance and schedule of events will be emailed to you. Thank you for your consideration.

