

**FOLSOM LAKE COLLEGE
REVOLVING FUND ACCOUNT**

10 College Parkway • Folsom, CA 95630
P: (916) 608-6549

CHECK NO. **FL-01694**

DATE 12/19/2016

GENFD: NOT TO EXCEED \$500
VENDOR NO. 0000003279
LOCATION 09

CBFUND: NOT TO EXCEED \$1,000
VENDOR NO. 0000000001

TO KAREN'S BAKERY
705 GOLD LAKE DRIVE
FOLSOM, CA 95630

REQUISITIONED BY LPO F3272 LEE/ROSENTHAL

GENFD	5200	11	FL.CP.OFFC	60100	00000	2017	041A	
BUS UNIT	ACCOUNT	FUND	DEPARTMENT (ORG)	PROGRAM	CLASS	BY	PROJECT/GRANT	AMOUNT

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QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	EST. TOTAL AMOUNT
1.00	EA	1/4 SHEET CAKE FOR RACHEL ROSENTHAL RETIREMENT CELEBRATION NTE \$100		

RECEIVED BY: Sondia Lee
DATE: 12/21/16

<p>FOLSOM LAKE COLLEGE REVOLVING FUND ACCOUNT 10 College Parkway • Folsom, CA 95630 (916) 608-6549</p>	<p>BANK OF AMERICA GOVERNMENT BANKING</p>	<p>CHECK No. FL-01694 December 21, 2016 DATE: _____ 11-35 1210</p>
<p>Pay to the order of: ***KAREN'S BAKERY***</p>		<p>\$ <u>70⁰⁰</u></p>
<p><u>Seventy</u> DOLLARS</p>		<p>*THIS CHECK VOID 6 MONTHS FROM DATE DRAWN</p>
<p>NON-NEGOTIABLE</p>		

Karen's Bakery Cafe
& Catering Kitchen
705 Gold Lake Drive
Folsom, CA 95630
916-985-2665

1037 Sueb S

Chk 7844 Sandra Lee Gst 0
 Dec21'16 10:02AM

For Here

1 Sheet 1/4 Triple Choc Mous 70.00
01694
Check 70.00

Subtotal 70.00
Payment 70.00

-----1041 Check Closed-----
-----Dec21'16 01:22PM-----

From: [Lee, Sondra](#)
To: [Lee, Sondra](#)
Subject: SAVE THE DATE - 12/21 - Farewell to Rachel
Date: Tuesday, November 22, 2016 3:25:15 PM

SAVE THE DATE!

COME BID RACHEL

A FOND FAREWELL & BON VOYAGE!

WITH CAKE AND FRIVOLITY

2:30 PM WEDNESDAY, DECEMBER 21ST

COLLEGE ADMINISTRATION WORKROOM

Sondra

Sondra Lee, CAP | Assistant to the President

Folsom Lake College | 10 College Parkway | Folsom, CA 95630

p. 916.608.6572 | f. 916-608-6743 | LeeS@flc.losrios.edu | www.flc.losrios.edu

“There are only two ways to live your life. One is as though nothing is a miracle. The other is as though everything is a miracle.” ~ Albert Einstein



LIMITED PURCHASE ORDER
(Not to Exceed \$200.00)

<p>VENDOR NAME AND ADDRESS: Karen's Bakery 705 Gold Lake Drive Folsom, CA 95630 916-985-2665</p>	<p>DELIVERY INSTRUCTIONS: <input type="checkbox"/> Deliver to Address Below (Check one) <input checked="" type="checkbox"/> Will Call need to pick up check and cake noon, 12/21</p>
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ITEM	DESCRIPTION GIVE COMPLETE DESCRIPTION, INCLUDING CAT. NO. & SIZES	ORDERED			UNIT PRICE	TOTAL
		QUANTITY	UNIT	STOCK NO.		
1	Revolving check to purchase	1	EA		70.00	70.00
2	1/4 sheet cake for Rachel					
3	Rosenthal's retirement					
4	celebration #70.00					
5						
6	College President Retirement					
7	Attendees: FLC/LECCD Staff & Faculty					
8	College/District wide.					
9	no sign up.					
10						

<p>Purchases Charged to Categorical Programs, Grants or Special Projects This purchased is in compliance with the requirements of:</p> <p>Program Name _____ For grants/special projects _____ Program Director/Coord. Signature _____ Project/Grant Number _____ Program Goal/Objective Number/Explanation _____</p>	SUB-TOTAL	70.00
	SALES TAX	0
	TOTAL (Not to Exceed \$200.00)	70.00

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.

<p>REQUESTED BY: Sondra Lee TYPED/PRINT</p>	<p>DATE: 12/16/16</p>	<p>Received by: GENFD/5200/11/FL.CP.OFFC Date: _____</p>
<p>REQUESTED BY: Sondra Lee SIGNATURE</p>	<p>DATE: 12/16/16</p>	<p>Bus. Unit / Account / Fund / Org: 60100 / 00000 / 2017 / 041A</p> <p>Program / Sub-Class / BY / Proj/Gmnt: GENFD / 5200 / 11 / FL.CP.OFFC</p> <p>Amount: \$ 70.00</p>

<p>APPROVED: Kathleen Gerkin DEAN OR OTHER AUTHORIZED SIGNATURE</p>	<p>DATE: 12/16/16</p>	<p>Bus. Unit / Account / Fund / Org: 60100 / 00000 / 2017 / 041A</p> <p>Program / Sub-Class / BY / Proj/Gmnt: GENFD / 5200 / 11 / FL.CP.OFFC</p> <p>Amount: \$ 70.00</p>
<p>APPROVED: _____ VICE PRESIDENT, ADMINISTRATION</p>	<p>DATE: _____</p>	<p>Amount: _____</p>