



# PIMA COUNTY SHERIFF'S DEPARTMENT

## COMMUNITY RESOURCES UNIT / SHERIFF'S AUXILIARY VOLUNTEERS Check Request Form

This form shall be used for all check requests from the Sheriff's Auxiliary Volunteers for the following funds designated for assistance to the Pima County Sheriff's Department. A specific funding source shall be named in the request.

- 2201 – Juvenile Activities Fund
- 2203 – Special Awards Fund
- 2206 – Building Maintenance Fund
- 2207 – Community Services Fund
- 2208 – Memorial Fund

CHECK REQUESTED BY: Lieutenant Harold Janes      DATE: 05-01-14

### CHECK REQUEST

PAY TO: Tracy Suitt  
 AMOUNT: \$12.96  
 FUND SOURCE: Memorial Fund      FUND # 2208  
 COMMENTS: Flag Cleaning

### REQUEST AUTHORIZATION

Community Rsrcs: LT. H. JANES      DATE: 05.01.14  
 Community Svcs: [Signature]      DATE: 050114

**ROUTING:** All checks issued from the aforementioned accounts shall be routed to the Community Resources Unit Supervisor prior to final disposition. The check will be logged and forwarded to the requestor, or the appropriate recipient, at the direction of the Community Resources Unit Supervisor.

### SAV CORPORATE BOARD AUTHORIZATION

Approval: \_\_\_\_\_ DATE: \_\_\_\_\_  
 Check Signed By (1): J BUSHEN      DATE: 5-3-14  
 Check Signed By (2): [Signature]      DATE: 5/5/14

### DISTRIBUTION

CR SGT: \_\_\_\_\_ DATE: \_\_\_\_\_  
 LOGGED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

DISTRIBUTED TO/FOR ORIGINATOR LT. H. JANES      DATE: 05.01.14



**MEMORANDUM**  
**PIMA COUNTY SHERIFF'S DEPARTMENT**  
 CLARENCE W. DUPNIK, SHERIFF  
 CHRISTOPHER NANOS, CHIEF DEPUTY

**Date:** May 1, 2014  
**To:** Lt. Harold Janes, Staff Services Section  
**From:** Lt. Lisa Sacco, Community Services Section  
**Re:** Reimbursement for flag cleaning

I request reimbursement from the Law Enforcement Memorial Fund for the attached receipt which indicates a cost for the cleaning of the American flag. The reimbursement check should be made payable to Tracy Suitt.

Thank you.

PICKED UP  
 Picked Up  
 Data Cleaners #4  
 7320 N. La Cholla  
 Suite 144  
 (520) 544-4002



**LOC: 56**

SUITT, TRACY

520-797-4456

**HOUS**

DATE: WED 04/30/14 4:00 pm

**109015**

1 FLAG BLACK GRAY PRINTED	\$ 12.00
Enviro Fee	\$ .96
Deposit	\$- 12.96
<b>TOTAL DUE</b>	<b>\$ .00</b>

Thank You!  
 NO STARCH 04/25/14 18:37 jm RPRT: CW 04/30/14 MOD ST#1 Rack: 56

**P/UP**

**WED**

**109015 - 1**

**SUITT, T**