



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: 08-20-14

CHECK REQUEST

PAY TO: Professional Impressions
 AMOUNT: \$2,443.06
 FUND SOURCE: Special Awards Fund FUND # 2203
 COMMENTS: Mouse Pads

REQUEST AUTHORIZATION

Community Rsrcls: LT. H. JANES DATE: 08.20.14
 Community Svcs: Weldt DATE: 8/20/14

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): Alysona Reyna Gopeltz DATE: 09-09-14

Check Signed By (2): Andrew E. Webster, Jr. DATE: 9/9/14

DISTRIBUTION

CR SGT: _____ DATE: 9/10/14
 LOGGED BY: Weldt DATE: _____

DISTRIBUTED TO/FOR ORIGINATOR DATE: Sharon will mail.



MEMORANDUM

PIMA COUNTY SHERIFF'S DEPARTMENT

CLARENCE W. DUPNIK, SHERIFF
CHRISTOPHER NANOS, CHIEF DEPUTY

Date: August 1, 2014

To: Capt. Karl Woolridge - Administrative Services Division
Via Chain Of Command

From: Sharon Beasley - Community Resources Unit

Re: 2014 ANNUAL AWARDS CEREMONY
Mousepads, 8-inch round, 1/8" thick,
rubber backing, full-color imprint
item# BBR-8

Recvd. 8-20-14

At Sgt. Gilbert Dominguez's request, I obtained a quote for 1,000 mousepads. These will be given to the attendees of the December 5th Annual Awards Ceremony.

A quote from Pima County's primary vendor, *Professional Impressions*, is shown below for your review. Approximately 500 will be distributed at the Ceremony, then 500 will remain in stock.

This order will not be paid from Pima County General Funds, but instead will potentially be paid from the SAV Employee Recognition Fund.

Thank you.

1,000 @ \$2.20 ea.	2,200.00
Setup charge	60.00
Sales tax 8.1%	183.06
Freight charges	incl.
TOTAL	<u>\$ 2,443.06</u>

RECOMMEND APPROVAL.
SA #1402

Approved
JSB
8/1/14

Recommend approval for 1000.
Paid w/ special Awards Fund.
Filed 8/1/14



INVOICE

1710 N. Sandstone Ridge Drive
Tucson, AZ 85715
520-886-1983

INVOICE NUMBER: 8972

DATE: AUGUST 20, 2014

TO:

Pima County Public Sheriff's Department
1750 East Benson Highway
Tucson, AZ 85714
Attn: Sgt. Gilbert Dominguez

SHIP TO:

SPECIAL INSTRUCTIONS:

Payment preference is a company check

SALESPERSON	DATE SHIPPED	SHIPPED VIA	F.O.B. POINT	TERMS
Adrian	8-18-14	Fed Ex Ground Service	NV	Net 30

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1,000	Custom Printed 8" Round Mouse Pad	2.20	2200.00
1	Set-Up Charge		60.00

SUBTOTAL	2260.00
SALES TAX	183.06
SHIPPING & HANDLING	Included
TOTAL DUE	\$2443.06

Make all checks payable to Professional Impressions

If you have any questions concerning this invoice, contact Adrian Murphy (520) 886-1983

Thank you for your business!

CASH ON HAND OR SECURITIES HELD ON BEHALF OF THE ISSUING BANK

15378

JPMORGAN CHASE BANK, NA
TUCSON, AZ 85737
91-002/1221

SHERIFF'S AUXILIARY
VOLUNTEERS OF PIMA COUNTY, INC.
1750 E. BENSON HIGHWAY
TUCSON, AZ 85714-1758

9/5/2014

\$ **2,443.06

PAY TO THE ORDER OF PROFESSIONAL IMPRESSIONS

Two Thousand Four Hundred Forty-Three and 06/100***** DOLLARS

TWO SIGNATURES REQUIRED

PROFESSIONAL IMPRESSIONS
1710 N. SANDSTONE RIDGE DRIVE
TUCSON, AZ 85715

Alexander R. ...
Andrew E. ...

MEMO

Invoice 8972

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