

RECEIVED
APR 17 2014
SASS/MDUSD

IFAS

CHANGE ORDER/CANCELLATION FORM

Date Requested: 4-17-14

Contact Name: Becky Moore Phone/Ext: 84990

School/Site: Highlands

PO # / PR # (Circle One) 92017 Vendor Camp SilverSpur

Please Circle One: Change Order Cancellation
(If the entire order is to be cancelled, please circle "cancellation" above and only fill out top portion of this form)

Reason for cancellation: _____

For Change Order

PLEASE FILL IN AS ITEM SHOULD READ FOR CHANGE ORDER. (Please circle: add, cancel or change)

\$21,231

Item #	Qty	Description	Unit Price
<u>1</u>	<u>Lot</u>	<u>Increase Contract</u>	<u># 2,511</u>

Change Reason: Increased students attending camp

Add/Cancel/Change Reason: _____

Approval: Site Administrator/Principal: X Vicki Emerson

Note to School/Site: Please fax this form to Purchasing at (925) 687-5044.

School/Site: Please indicate copy to or for payment only. Payment Only: _____

Accounting: _____ School/Dept: _____ Warehouse: _____ Company: _____



"A Place of Encouragement"
In the Heart of Gold Country

John Myers
Executive Director

Kristen Hughes
Guest Services Coordinator

Thursday, April 17, 2014

Name of Group: Highlands Elementary
Contact Person: Becky Moore
Address: 1326 Pennsylvania Blvd, Concord, CA 94521
Phone Info: 925-672-5252

Arrival Date: Tuesday, April 15, 2014
Departure Date: Friday, April 18, 2014

	FESS	Chaperon	ExtraAdult							
Nights:	3	3	3	0	0	0	0	0	0	0
Meals	9	9	9	0	0	0	0	0	0	0
Quantity	87	11	11	0	0	0	0	0	0	0
Rate	\$208.00	\$138.00	\$147.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Due	\$18,096.00	\$1,518.00	\$1,617.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Sub Total of People Costs: \$21,231.00

	Lifeguard	Waterslide	Wall	Archery	Paintball	Zip Line					
Hrs/Qty	0	0	0	0	0	0	0	0	0	0	0
Rate	\$18.00	\$52.00	\$52.00	\$47.00	\$18.00	\$55.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Due	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Sub Total of Misc. Costs: \$0.00

Total Costs:	\$21,231.00
Deposit Received:	\$0.00
Keep amount on File:	\$0.00
Balance Due:	\$21,231.00
Amount Paid	\$18,720.00
New Balance Due:	\$2,511.00

Payment Notes

4/14kh. Ck for \$18,720.00 to be mailed 4/17/14.
Bal of \$2,511.00 to be paid within 30 days. Due by 5/15/14.

Payment Check #'s

This Billing was done by: Kristen Hughes

Thank You!

5293

17301 Silver Spur Drive, Tuolumne, California 95379, (209) 928-4248, FAX (209) 928-3899