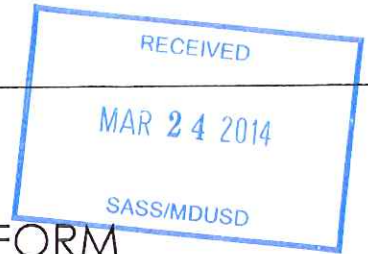


# IFAS

## CHANGE ORDER/CANCELLATION FORM



Date Requested: 3-24-14  
Contact Name: Pat Weeks Phone/Ext: 3507  
School/Site: NHS  
PO # / PR # (Circle One) 90840 Vendor The Event Group

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)

Item #	Qty	Description	Unit Price
<u>1</u>		<u>Increase Contract Amount due to Add'l Students Attending Prom.</u>	
Add/Cancel/Change		Reason: <u>Final Amount: \$34,960</u>	

Add/Cancel/Change Reason: \_\_\_\_\_

Approval: Site Administrator/Principal: JL Mac

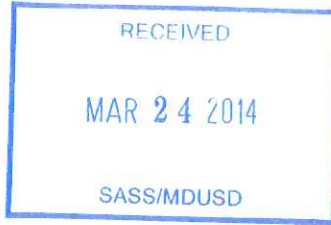
Note to School/Site: Please fax this form to Purchasing at (925) 687-5044.

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

Accounting: \_\_\_\_\_ School/Dept: \_\_\_\_\_ Warehouse: \_\_\_\_\_ Company: \_\_\_\_\_

Purchase Order #

90840



Mt. Diablo Unified School District  
1936 Carlotta Drive  
Concord, CA 94519

Amendment No. 1 to

- Independent Service Contract
- Master Contract

This Amendment is entered into between the Mt. Diablo Unified School District (MDUSD) and The Event Group (CONTRACTOR). MDUSD entered into an Agreement with CONTRACTOR for professional services on February 22, 2014 and the parties agree to amend that Agreement as follows.

1. **Services:** (Check and complete ONE of the options below).
- CONTRACTOR agrees to provide the following amended services. (Provide full description of expected final results, such as services, materials, products, and/or reports; attach additional pages as necessary).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- The scope of work is attached as Exhibit A (incorporated by reference to the extent that it is subordinate to and not inconsistent with this Agreement).
- The scope of work is unchanged.

2. **Terms:** (Check and complete ONE of the options below).
- The contract term is extended by an additional \_\_\_\_\_ (days/weeks/months), and the amended expiration date is \_\_\_\_\_, 20\_\_\_\_.

The contract term is unchanged.

3. **Compensation:** (Check and complete ONE of the options below. This provision may only be changed if there is also a change to the above Services OR Terms of the Contract).

The rate is amended by an  increase of  decrease of \$\_\_\_\_\_ for \_\_\_\_\_  
type of service

The contract amount is amended by an  increase of  decrease of \$10,160<sup>00</sup> to original contract amount.

The amended contract  amount  rate is now \$ 34,960 less \$2,000 discount

4. **Remaining Provisions:** All other provisions of the Agreement, and prior Amendment(s) if any, shall remain unchanged and in full force and effect as originally stated.

5. **Amendment History:** This contract has previously been amended as follows:

No.	Date	General Description of Reason for Amendment	Amount of Increase/Decrease
			\$
			\$
			\$

6. **Approval:** This Agreement is not effective and no payment shall be made to Contractor until it is approved. Approval requires signature by the Superintendent (or his designee).

Mt. Diablo USD  
By: [Signature]  
Budget Administrator/Principal

Mt. Diablo USD  
By: [Signature]  
Superintendent or Designee

Contractor  
By: \_\_\_\_\_

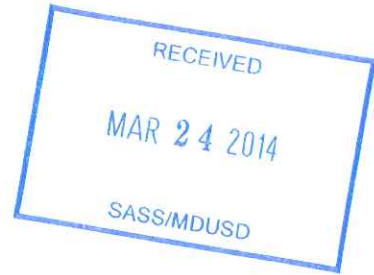
Board Approval (if needed)  
Docket Number: \_\_\_\_\_  
Agenda Item Number

Date: 3-24-14

Date: 3/25/14

Date: \_\_\_\_\_

Date: \_\_\_\_\_



February 20, 2014

Ms. Linda De La Rosa  
Northgate High School  
425 Castle Rock Road  
Walnut Creek, CA 94598

Dear Linda,

This letter shall serve as a final invoice for the Northgate High School Junior Prom on February 22, 2014 at Chabot Space and Science Center. The amount due is \$10,160.00 and is for the following:

460 students @ \$76.00 per person	\$ 34,960.00
Less Deposit Received	-\$ 10,000.00
Less Payment Received	-\$ 12,800.00
Less \$2,000 Discount	<u>-\$ 2,000.00</u>
<b>Total due</b>	<b>\$10,160.00</b>

Please make the check payable to "The Event Group", and send it to:  
P.O.Box 10546 Pleasanton, CA 94588.

If you have any questions, please do not hesitate to call me at (510) 376-2326.

Yours  
Ami Peterson

The Event Group  
P.O. Box 10546  
Pleasanton, CA 94588  
510.376.2326 p 925.846.1392 f