



Fairfax County Public Schools
PURCHASE REQUISITION, ORDER,
AND RECEIVING REPORT

THE PURCHASE ORDER NUMBER
APPEARING AT RIGHT MUST APPEAR
ON ALL DELIVERIES, PACKAGES,
INVOICES, PACKING SLIPS AND
RELATED CORRESPONDENCE

PO Number
11359
Log Number

Name of School, Address and Telephone
Edison H.S.

Date
6/18/13

Account To Be Charged
ECA

VENDOR: Please request proof of a valid FCPS staff identification card if this purchase order is presented in person.

Purchase From
 **The Hotel at Arundel Preserve
7795 Arundel Mills Blvd.
Hanover, MD 21076**

Please Furnish, Deliver, and Bill to the Following:
FINANCE OFFICE

1	2	3	4	5	6	7
QTY	FCIN/SKU#	ARTICLE AND DESCRIPTION	UNIT	UNIT PRICE	AMOUNT	QTY RECD
		retreat for administrators at the Hotel at Arundel Preserve food meeting rooms hotel rooms			2859.88	
		Beaufield, Guillen Stay, Rickel Lake, Boyd \$2372 plus Charity, Nocera tax + gratuities		PLUS TAXES		
		6-26 / 6-27				
TOTAL						

3147.96

REMARKS
1. High school and middle school finance offices closed during July.

SA4

Requested by: **Patricia E. Suber** Date: **6/18/13** Approved by: _____ Date: _____ Approved by Principal: **P. Beaufield** Date: **6/18/13**

ACCEPTANCE ACKNOWLEDGEMENT * DELIVERY IS: PARTIAL FINAL

DATE OF PAYMENT: _____ Please read the Instructions to Receiving Employee on the back before the shipment arrives.

QUANTITY IN COLUMN 7 HAS BEEN: RECEIVING EMPLOYEE'S SIGNATURE: _____
 RECEIVED ACCEPTED AND CONFORMS TO THE PURCHASE ORDER EXCEPT AS NOTED
 INSPECTED DATE RECEIVED: _____



THE HOTEL

AT ARUNDEL PRESERVE

Page No. 1

Guest Name: Group master Thomas A. Edison Hig
 5801 Franconia Road
 Alexandria, VA 22310 USA

Room #: GROUP
 Folio #: RHA0E42C
 Group #: 1576
 Guests: 0
 Clerk:

CL#:

Arrive: 06/26/13 Time: Depart: 06/28/13 Time: 02:50:01 Status: RESV

Date	Description	Reference	Comment	Charges	Credits
06/20/2013	DEP MASTERCARD			\$0.00	(\$3,147.96)

Folio Balance: (\$3,147.96)



THE HOTEL

AT ARUNDEL PRESERVE

Page No. 1

Guest Name:

Group master Thomas A. Edison Hig
5801 Franconia Road
Alexandria, VA 22310 USA

Room #: GROUP
Folio #: RHA0E42C
Group #: 1576
Guests: 0
Clerk: TWHITE

CL #:

Arrive: 06/26/13

Time: 03:25 AM

Depart: 06/28/13

Time: 02:46 PM

Status: HIST

Date	Description	Reference	Comment	Charges	Credits
06/20/2013	DEP MASTERCARD	06208040		\$0.00	(\$3,147.96)
06/26/2013	BANQUET FOOD	06269905877	chk# 2925	\$104.00	\$0.00
06/26/2013	BQT SALES TAXES	06269905877	BANQUET SALES TAX	\$6.24	\$0.00
06/26/2013	BANQUET FOOD	06269905877	chk# 2925	\$128.00	\$0.00
06/26/2013	BQT SALES TAXES	06269905877	BANQUET SALES TAX	\$7.68	\$0.00
06/26/2013	BANQUET AUDIO VISUA	06269925877	chk# 2925	\$100.00	\$0.00
06/26/2013	BQT SALES TAXES	06269925877	BANQUET SALES TAX	\$6.00	\$0.00
06/26/2013	BANQUET ROOM RENTA	06269895877	chk# 2925	\$250.00	\$0.00
06/26/2013	BANQ. MISC INHOUSE T	06269935877	chk# 2925	\$100.00	\$0.00
06/26/2013	BQT SALES TAXES	06269935877	BANQUET SALES TAX	\$6.00	\$0.00
06/26/2013	SERVICE CHARGE OTHE	06261027587	chk# 2925	\$77.00	\$0.00
06/26/2013	BQT SALES TAXES	06261027587	BANQUET SALES TAX	\$4.62	\$0.00
06/26/2013	SERVICE CHARGE F & B	06261026587	chk# 2925	\$51.04	\$0.00
06/26/2013	BQT SALES TAXES	06261026587	BANQUET SALES TAX	\$3.06	\$0.00
06/26/2013	BANQUET FOOD	06269905877	chk# 2926	\$240.00	\$0.00
06/26/2013	BQT SALES TAXES	06269905877	BANQUET SALES TAX	\$14.40	\$0.00
06/26/2013	SERVICE CHARGE F & B	06261026587	chk# 2926	\$52.80	\$0.00
06/26/2013	BQT SALES TAXES	06261026587	BANQUET SALES TAX	\$3.17	\$0.00
06/26/2013	ROOM CHARGE	732	Berk Stoy Edmund 732	\$159.00	\$0.00
06/26/2013	MARYLAND STATE TAX	732t	Berk Stoy Edmund 732	\$9.54	\$0.00
06/26/2013	AA COUNTY OCC TAX	732t	Berk Stoy Edmund 732	\$11.13	\$0.00
06/26/2013	ROOM CHARGE	731	Brumfield Pamela Ellison 731	\$159.00	\$0.00
06/26/2013	MARYLAND STATE TAX	731t	Brumfield Pamela Ellison 731	\$9.54	\$0.00
06/26/2013	AA COUNTY OCC TAX	731t	Brumfield Pamela Ellison 731	\$11.13	\$0.00
06/26/2013	ROOM CHARGE	720	Guillen Deborah 720	\$159.00	\$0.00
06/26/2013	MARYLAND STATE TAX	720t	Guillen Deborah 720	\$9.54	\$0.00
06/26/2013	AA COUNTY OCC TAX	720t	Guillen Deborah 720	\$11.13	\$0.00
06/26/2013	ROOM CHARGE	712	Lake Peter 712	\$159.00	\$0.00
06/26/2013	MARYLAND STATE TAX	712t	Lake Peter 712	\$9.54	\$0.00
06/26/2013	AA COUNTY OCC TAX	712t	Lake Peter 712	\$11.13	\$0.00
06/26/2013	ROOM CHARGE	334	Rickel Bradley 334	\$159.00	\$0.00
06/26/2013	MARYLAND STATE TAX	334t	Rickel Bradley 334	\$9.54	\$0.00
06/26/2013	AA COUNTY OCC TAX	334t	Rickel Bradley 334	\$11.13	\$0.00
06/26/2013	ROOM CHARGE	314	Nocera Mark 314	\$159.00	\$0.00
06/26/2013	MARYLAND STATE TAX	314t	Nocera Mark 314	\$9.54	\$0.00
06/26/2013	AA COUNTY OCC TAX	314t	Nocera Mark 314	\$11.13	\$0.00
06/26/2013	ROOM CHARGE	312	Charity Tara 312	\$159.00	\$0.00

The Hotel at Arundel Preserve * 7795 Arundel Mills Boulevard * Hanover, MD 21076
410-796-9830

www.thehotelarundel.com



THE HOTEL

AT ARUNDEL PRESERVE

Page No. 2

Guest Name: Group master Thomas A. Edison Hig
5801 Franconia Road
Alexandria, VA 22310 USA

Room #: GROUP
Folio #: RHA0E42C
Group #: 1576
Guests: 0
Clerk: TWHITE

CL #:

Arrive: 06/26/13

Time: 03:25 AM

Depart: 06/28/13

Time: 02:46 PM

Status: HIST

Date	Description	Reference	Comment	Charges	Credits
06/26/2013	MARYLAND STATE TAX	312t	Charity Tara 312	\$9.54	\$0.00
06/26/2013	AA COUNTY OCC TAX	312t	Charity Tara 312	\$11.13	\$0.00
06/26/2013	ROOM CHARGE	305	Boyd Timothy 305	\$159.00	\$0.00
06/26/2013	MARYLAND STATE TAX	305t	Boyd Timothy 305	\$9.54	\$0.00
06/26/2013	AA COUNTY OCC TAX	305t	Boyd Timothy 305	\$11.13	\$0.00
06/27/2013	BANQUET FOOD	06279905877	check # 2927	\$192.00	\$0.00
06/27/2013	BQT SALES TAXES	06279905877t	BANQUET SALES TAX	\$11.52	\$0.00
06/27/2013	BANQUET ROOM RENTA	06279895877	check # 2927	\$250.00	\$0.00
06/27/2013	SERVICE CHARGE OTHE	06271027587	check # 2927	\$55.00	\$0.00
06/27/2013	BQT SALES TAXES	06271027587t	BANQUET SALES TAX	\$3.30	\$0.00
06/27/2013	SERVICE CHARGE F & B	06271026587	check # 2927	\$42.24	\$0.00
06/27/2013	BQT SALES TAXES	06271026587t	BANQUET SALES TAX	\$2.53	\$0.00

Folio Balance: \$0.00



BANQUET CHECK

7795 Arundel Mills Blvd Hanover, Maryland USA 21076

BEO #: 2926
 Page: 1 of 2
 Printed: 6/24/2013

Account: Thomas A. Edison High School	Event Date: Wednesday, June 26, 2013
Post As: Thomas A. Edison High School Meeting	Contact: Ms. Patricia Suberroc
Address: 5801 Franconia Road Alexandria, VA 22310	Sec. Contact: Ms. Pamela Ellison Brumfield Phone: 703-924-8007 Fax: OnSite Contact: Ms. Pamela Brumfield

DB #:	PO #: NO	Booked By: Jessica Kellner
Payment:		

Day/Date	Time	Function	Room	Gtd
Wednesday, June 26, 2013	8:00 AM	Breakfast	Annapolis	8
Wednesday, June 26, 2013	8:00 AM	Meeting	Annapolis	8
Wednesday, June 26, 2013	2:30 PM		Annapolis	8

NO.	FOOD	PRICE	SUBTOTAL	TOTAL
8	All-Day Meeting Package #2			
8	Continental Breakfast #1	13.00	104.00	
8	All Day Beverage Service	8.00	64.00	
8	Cookie Monster	8.00	64.00	
	TOTAL FOOD		232.00	
	Service Charge %	22.00	51.04	
	Sales Tax %:	6.00	16.98	
				300.02

NO.	AV and Other Charges	PRICE	SUBTOTAL	TOTAL
1	Wireless Internet	100.00	100.00	
	TOTAL AV and Other Charges		100.00	
	Service Charge %	22.00	22.00	
	Sales Tax %:	6.00	7.32	
				129.32
1	Service Charge for Buffets for less than 25 ppl.	100.00	100.00	
	TOTAL AV and Other Charges		100.00	
	Service Charge %		0.00	
	Sales Tax %:	6.00	6.00	
				106.00

ROOM RENTAL	PRICE	SUBTOTAL	TOTAL
Annapolis MTG	250.00	250.00	

Account: Thomas A. Edison High School	Event Date: Wednesday, June 28, 2013
Post As: Thomas A. Edison High School Meeting	Contact: Ms. Patricia Suberfoc
Address: 5801 Franconia Road Alexandria, VA 22310	Sec. Contact: Ms. Pamela Ellison Brumfield Phone: 703-924-8007 Fax: OnSite Contact: Ms. Pamela Brumfield
DB #: PO #: NO	Booked By: Jessica Kellner
Payment:	
	TOTAL 250.00 Service Charge % 22.00 55.00 Room rental service charge tax 6.00 3.30 308.30

All pricing is subject to 22% taxable service charge and 6% tax on Food and Beverage, 9% alcohol tax and service charge.

Grand Total: 843.64
Balance Due: 843.64

Date: 6/24/2013

Client Approval Signature



BANQUET CHECK

7795 Arundel Mills Blvd Hanover, Maryland USA 21076

BEO #: 2926

Page: 1 of 1

Printed: 6/24/2013

Account: Thomas A. Edison High School Post As: Thomas A. Edison High School Meeting Address: 5801 Franconia Road Alexandria, VA 22310		Event Date: Wednesday, June 26, 2013 Contact: Ms. Patricia Suberroc Sec. Contact: Ms. Pamela Ellison Brumfield Phone: 703-924-8007 Fax: OnSite Contact: Ms. Pamela Brumfield		
DB #: Payment:	PO #: NO	Booked By: Jessica Kellner		
Day/Date	Time	Function	Room	Gtd
Wednesday, June 26, 2013	12:00 PM	Lunch	Annapolis	8
NO.	FOOD	PRICE	SUBTOTAL	TOTAL
8	Classic Buffet	30.00	240.00	
	TOTAL FOOD		240.00	
	Service Charge %	22.00	52.80	
	Sales Tax %:	6.00	17.57	
				310.37

All pricing is subject to 22% taxable service charge and 6% tax on Food and Beverage, 9% alcohol tax and service charge.

Grand Total: 310.37
Balance Due: 310.37

Date: 6/24/2013

Client Approval Signature



BANQUET CHECK

7795 Arundel Mills Blvd Hanover, Maryland USA 21076

BEO #: 2927
 Page: 1 of 1
 Printed: 6/24/2013

Account: Thomas A. Edison High School	Event Date: Thursday, June 27, 2013
Post As: Thomas A. Edison High School Meeting	Contact: Ms. Patricia Suberfoc
Address: 5801 Franconia Road Alexandria, VA 22310	Sec. Contact: Ms. Pamela Ellison Brumfield Phone: 703-924-8007 Fax: OnSite Contact: Ms. Pamela Brumfield

DB #:	PO #: NO	Booked By: Jessica Kellner
Payment:		

Day/Date	Time	Function	Room	Gtd.
Thursday, June 27, 2013	8:00 AM		Annapolis	8
Thursday, June 27, 2013	8:00 AM	Meeting	Annapolis	8

NO.	FOOD	PRICE	SUBTOTAL	TOTAL
8	Sunrise Morning Buffet	24.00	192.00	
	TOTAL FOOD		192.00	
	Service Charge %	22.00	42.24	
	Sales Tax %:	6.00	14.05	
				248.29

ROOM RENTAL		PRICE	SUBTOTAL	TOTAL
Annapolis	MTC	250.00	250.00	
	TOTAL		250.00	
	Service Charge %	22.00	55.00	
	Room rental service charge tax	6.00	3.30	
				308.30

All pricing is subject to 22% taxable service charge and 6% tax on Food and Beverage, 9% alcohol tax and service charge.

	Grand Total:	556.59
	Balance Due:	556.59

Date: 6/24/2013

Client Approval Signature

The Hotel at Arundel Preserve

Group Member List

Page No. 1

System Date: 06/24/2013

BookID: 1576 Thomas A. Edison High School M

Printed: 06/24/2013 4:23:47PM

Guest Name	Conf #	Room#	Status	Arrival	Departure	Pkg Code	Rm Type	Rate/Pkg	Adult	Youth	Child 1	Child 2	Child 3
Berk Stoy, Edmund	RHA0E527		RESV	06/26/2013	06/27/2013		QUEEN2	\$159.00	1	0	0	0	0
Boyd, Timothy	RHA0E529		RESV	06/26/2013	06/27/2013		QUEEN2	\$159.00	1	0	0	0	0
Brunfield, Pamela Ell	RHA0E525		RESV	06/26/2013	06/27/2013		QUEEN2	\$159.00	1	0	0	0	0
Charity, Tara	RHA0E52B		RESV	06/26/2013	06/27/2013		QUEEN2	\$159.00	1	0	0	0	0
Guillen, Deborah	RHA0E526		RESV	06/26/2013	06/27/2013		QUEEN2	\$159.00	1	0	0	0	0
Lake, Peter	RHA0E52A		RESV	06/26/2013	06/27/2013		QUEEN2	\$159.00	1	0	0	0	0
Nocera, Mark	RHA0E52C		RESV	06/26/2013	06/27/2013		QUEEN2	\$159.00	1	0	0	0	0
Rickel, Bradley	RHA0E528		RESV	06/26/2013	06/27/2013		QUEEN2	\$159.00	1	0	0	0	0
Total									8	0	0	0	0
Total Guests									8				

	Total	Total Selected		Total	Total Selected
Total Stays Reserved:	8	8	Total Stays Cancelled:	0	0
Total Stays In-House:	0	0	Total Stays No-Show:	0	0
Total Stays Checked Out:	0	0			
Total Stays Picked Up:	8	8			

Daily Summary:

Date	Total # of Rooms	Total Day Rooms	Adults	Youth	Full Child	Discount Child	Free Child
06/26/2013	8	0	8	0	0	0	0
Total Rm Nghts:	8	0	8	0	0	0	0

- * - Share
- + - Member of sub booking
- ** - Guest did not stay overnight - Not included in total # nights
- ++ - Day guest - Not included in total # nights

End of Report



Fairfax County Public Schools
PURCHASE REQUISITION, ORDER,
AND RECEIVING REPORT

THE PURCHASE ORDER NUMBER
APPEARING AT RIGHT MUST APPEAR
ON ALL DELIVERIES, PACKAGES,
INVOICES, PACKING SLIPS AND
RELATED CORRESPONDENCE

PO Number **CC 514**

Log Number

Name of School, Address and Telephone

Date

6-25-13

Account To Be Charged

ECA

VENDOR: Please request proof of a valid FCPS staff identification card if this purchase order is presented in person.

Purchase From

Grill fire

Please Furnish, Deliver, and Bill to the Following:
FINANCE OFFICE

1	2	3	4	5	6	7
QTY	FCIN/SKU#	ARTICLE AND DESCRIPTION	UNIT	UNIT PRICE	AMOUNT	QTY RECD
		Refresh				
		6-26 / 6-27			367.74	
		Hotel Council Preserve				
		Admin Team				
		Dinner				
TOTAL						

REMARKS

1. High school and middle school finance offices closed during July.

SAY

Requested by:

Date

Approved by:

Date

Approved by Principal

Date

J. Bonfield 6/25/13

ACCEPTANCE ACKNOWLEDGEMENT *

DELIVERY IS:

PARTIAL

FINAL

DATE OF PAYMENT

Please read the *Instructions to Receiving Employee* on the back before the shipment arrives.

QUANTITY IN COLUMN 7 HAS BEEN:

RECEIVING EMPLOYEE'S SIGNATURE

RECEIVED

ACCEPTED AND CONFORMS TO THE PURCHASE ORDER EXCEPT AS NOTED

INSPECTED

DATE RECEIVED

Distribution: White — Vendor Canary — Finance Office

Pink — Requisitioner (Acceptance Acknowledgement,* see above)

Goldenrod — Requisitioner

BARBECUE MARINA
GRILLFIRE

7793-A Arundel Mills Blvd.
Hanover, MD 21076
410-799-2883

Date: Jun26'13 08:30PM
Card Type: Mastercard

Card Entry: SWIPED
Trans Type: PURCHASE

Check: 446
Table: 55/1
Server: 27 Dawn

Subtotal: 367.74

Tip: _____

Total: 367.74

I agree to pay above total
according to my card issuer
agreement.

Customer
Copy

BARBECUE MARINA
GRILLFIRE

7793-A Arundel Mills Blvd.
Hanover, MD 21076
410-799-2883

Chk 446 Gst 7
Jun26'13 07:02PM

DINING

1 Calamari	10.00
1 Pop Shrimp	10.00
2 Scallop App.	29.00
1 O Signature	6.00
5 O Tom Bleu	20.00
1 O BLT Salad	4.00
2 Lemonade	5.00
3 Coffee	9.00
3 Salmon	66.00
1 Short Ribs	24.00
1 Crabcake	1.00
1 Top Sirloin	25.00
1 10oz Filet Mign	32.00
1 Fett and Scallop	23.00
1 NY Cheesecake	7.00
2 LND Sorbet	0.00
13 %	
18%Grat Food	52.92
Subtotal	294.00
Tax	20.82
Service Chrg	52.92
Total	367.74

Thank You for Joining Us
Have a Great Day

www.grillfirearundel.com
facebook.com/grillfirearundel



Fairfax County Public Schools
PURCHASE REQUISITION, ORDER,
AND RECEIVING REPORT

THE PURCHASE ORDER NUMBER
APPEARING AT RIGHT MUST APPEAR
ON ALL DELIVERIES, PACKAGES,
INVOICES, PACKING SLIPS AND
RELATED CORRESPONDENCE

PO Number
11385
Log Number

Name of School, Address and Telephone

Date

8-13-13

Account To Be Charged

ECA

VENDOR: Please request proof of a valid FCPS staff identification card if this purchase order is presented in person.

Purchase From

Sophies Cafe

Please Furnish, Deliver, and Bill to the Following:

FINANCE OFFICE

1	2	3	4	5	6	7
QTY	FCIN/SKU#	ARTICLE AND DESCRIPTION	UNIT	UNIT PRICE	AMOUNT	QTY RECD
		New Teacher			476.52	
		Breakfast				
		lunch			1334.12	
		8/23/13 LA				
TOTAL						

~~476.52~~
~~1334.12~~
 1810.64

REMARKS

1. High school and middle school finance offices closed during July.

Requested by: *R. Blum* Date: *8/13/13* Approved by: *P. Brantfield* Date: *8/14/13*

ACCEPTANCE / ACKNOWLEDGEMENT *

DELIVERY IS:

PARTIAL

FINAL

DATE OF PAYMENT

Please read the *Instructions to Receiving Employee* on the back before the shipment arrives.

QUANTITY IN COLUMN 7 HAS BEEN:

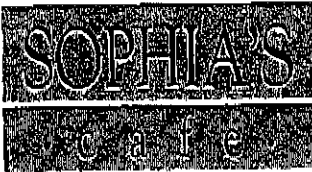
RECEIVING EMPLOYEE'S SIGNATURE

RECEIVED

ACCEPTED AND CONFORMS TO THE PURCHASE ORDER EXCEPT AS NOTED

INSPECTED

DATE RECEIVED



7930 Jones Branch Drive
 Mclean, Virginia 22102
 sophiascaterinc.com

Invoice

Date	Invoice #
8/23/2013	1468

Bill To
Edison High School Franconia Road Alexandria VA 22310

P.O. No.	Terms
	Due on receipt

Description	Amount								
Continental Breakfast, Pastries, Danish, Fruit, Coffee, Juice, Tea	449.55T								
<table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">Subtotal</td> <td style="text-align: right;">\$449.55</td> </tr> <tr> <td>Sales Tax (6.0%)</td> <td style="text-align: right;">\$26.97</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$476.52</td> </tr> <tr> <td>Payments/Credits</td> <td style="text-align: right;">\$0.00</td> </tr> </table>		Subtotal	\$449.55	Sales Tax (6.0%)	\$26.97	Total	\$476.52	Payments/Credits	\$0.00
Subtotal	\$449.55								
Sales Tax (6.0%)	\$26.97								
Total	\$476.52								
Payments/Credits	\$0.00								

Thank you for your business

Phone	Fax #	E-mail
703-734-2233	703-734-2234	catering@sophiascaterinc.com

Balance Due	\$476.52
--------------------	-----------------



7930 Jones Branch Drive
 McLean, Virginia 22102
 sophiascater.com

Invoice

Date	Invoice #
8/23/2013	1469

Bill To
Edison High School Franconia Road Alexandria VA 22310

P.O. No.	Terms
	Due on receipt

Description	Amount								
Beef Dish, Chicken Dish, Salad, Cookies & Brownies, Iced Tea & Water	1,258.60								
<table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">Subtotal</td> <td style="text-align: right;">\$1,258.60</td> </tr> <tr> <td>Sales Tax (6.0%)</td> <td style="text-align: right;">\$75.52</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$1,334.12</td> </tr> <tr> <td>Payments/Credits</td> <td style="text-align: right;">\$0.00</td> </tr> </table>		Subtotal	\$1,258.60	Sales Tax (6.0%)	\$75.52	Total	\$1,334.12	Payments/Credits	\$0.00
Subtotal	\$1,258.60								
Sales Tax (6.0%)	\$75.52								
Total	\$1,334.12								
Payments/Credits	\$0.00								

Thank you for your business

Phone	Fax #	E-mail
703-734-2233	703-734-2234	catering@sophiascater.com

Balance Due \$1,334.12