

SOUTH LAKES HIGH SCHOOL  
RESTON, VIRGINIA 20191-4199

24681

Acct Nbr w/ Vendor	Vendor Name	Payment Number	Check Date	Check #	Check Amount
	Personalized Presents	0009247	9/3/2013		\$3,400.00
Vendor Invoice Number	Date	Fund	Fund Description	Fund Amount	
94437	9/3/2013	52550-00-00	Educational Contingency-General Rev/Exp	\$3,400.00	

52550-00-00 Educational Contingency-General Rev/Exp

\$3,400.00

TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 800-222-0642

SOUTH LAKES HIGH SCHOOL  
RESTON, VIRGINIA 20191-4199

24637

Acct Nbr w/ Vendor	Vendor Name	Payment Number	Check Date	Check #	Check Amount
	Personalized Presents	0009203	7/24/2013		\$3,250.15
Vendor Invoice Number	Date	Fund	Fund Description		Fund Amount
14-111	7/24/2013	52550-00-00	Educational Contingency-General Rev/Exp		\$3,250.15

52550-00-00 Educational Contingency-General Rev/Exp

\$3,250.15

TO REORDER, CALL YOUR LOCAL SAFEGUARD DISTRIBUTOR AT 800-222-0842

<b>Fairfax County Public Schools</b> <b>PURCHASE REQUISITION, ORDER,</b> <b>AND RECEIVING REPORT</b>			NUMBER AND PREFIX LETTERS APPERRING AT RIGHT MUST APPEAR ON ALL DELIVERIES, PACKAGES, INVOICES, PACKING SLIPS AND RELATED CORRESPONDENCE			NUMBER <b>SLHS</b> 13- <del>1372</del> 111	
Name of School and Address <b>South Lakes High School</b> <b>11400 South Lakes Drive</b> <b>Reston, VA 20191</b> <b>703-715-4515 fax:703-715-4597</b>			Date 6/6/13		Account To Be Charged ECA		
Purchase From Personalized Presents			Please Furnish, Deliver, and Bill to the following: <b>South Lakes High School</b> <b>Finance Office</b> <b>11400 South Lakes Drive</b> <b>Reston, VA 20191</b> <b>ATTN: Julie Lukehart: <a href="mailto:jclukehart@fcps.edu">jclukehart@fcps.edu</a></b>				
1 QUANTITY	2 ARTICLE AND DESCRIPTION	3 UNIT	4 UNIT PRICE		5 AMOUNT		6 QUANTITY RECEIVED
270	Lunch BAG		9 95				
270	T-shirts						
	deposit of 50% =		3,250.15				
	Shipping and Handling						
Not To Exceed					\$		
or							
TOTAL					\$		
Please provide backup document to attach to PO							
<b>REMARKS</b>  Tax Except <span style="background-color: black; color: black;">XXXXXXXXXX</span> Purchases more than \$5,000.00 require bids							
APPROVED BY PRINCIPAL DATE 6/6/13			REQUESTED BY (PRINT) Debra Walker		APPROVED BY TEACHER SPONSOR		
ACCEPTANCE ACKNOWLEDGEMENT			Credit card <span style="background-color: black; color: black; display: inline-block; width: 150px; height: 30px; vertical-align: middle;"></span>				
DATE received : X _____			Complete  Hold		Deliver all Packing slips and invoices to Finance Office or email confirmation of receiving products. X _____		

## Walker, Debra A

---

**From:** Balfour Nova <balfournova@yahoo.com>  
**Sent:** Tuesday, July 16, 2013 10:25 AM  
**To:** Walker, Debra A  
**Subject:** Re: Shirt Sizes

Hi Deb,

Hope all is well with you. Personalized Presents, the company who is doing the bags and shirts for us, is requesting a 50% deposit in order to finish the bags and shirts which= \$3,250.15. Would you be able to mail a check payable to Personalized Presents in that amount to the following address?

Personalized Presents  
176 Chase River Rd  
Waterbury, CT 06704

Thanks,

Dan

Dan Pasquarelli

Balfour of Northern Virginia

---

**From:** "Walker, Debra A" <[dwalker@fcps.edu](mailto:dwalker@fcps.edu)>  
**To:** "Balfour Nova ([balfournova@yahoo.com](mailto:balfournova@yahoo.com))" <[balfournova@yahoo.com](mailto:balfournova@yahoo.com)>  
**Sent:** Friday, July 12, 2013 1:18 PM  
**Subject:** Shirt Sizes

Dan,

Listed below are the t-shirt sizes:

ES	10
S	51
M	72
L	68
XL	55
2X	21
3X	6

## Personalized Presents LLC

176 Chase River Road  
Waterbury, CT 06704

**Invoice**

Date	Invoice #
6/27/2013	94437

Bill To
South Lakes High School 11400 South Lakes Drive Reston, VA 20191

Ship To
South Lakes High School 11400 South Lakes Drive Reston, VA 20191

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
SLHS 13-1372	50% Down, Net on R...		7/19/2013	Ground		

Quantity	Item Code	Description	Price Each	Amount
270	1355-03	Royal Blue Cooler Bag	9.95	2,686.50
1	Ground Shipping	Ground Shipping	250.31	250.31
256	4998-24	Irish Green L/S Tee Shirt	12.95	3,315.20
21	4998-24	Irish Green L/S Tee Shirt -size 2X	13.95	292.95
6	4998-24	Irish Green L/S Tee Shirt - size 3x	14.95	89.70
1	4998-24	Irish Green L/S Tee Shirt - size 4X	15.95	15.95

*Balance due* ~~\$3408.46~~

			<b>Total</b>	\$6,650.61
--	--	--	--------------	------------