

JAMES MADISON HIGH SCHOOL

2500 JAMES MADISON DRIVE
VIENNA, VIRGINIA 22181-5599

Phone: (703) 319-2300

Fax: (703) 319-2397

PURCHASE ORDER

No. 16-0581

To Amnesty International

Ship To
James Madison High School
2500 James Madison Drive
Vienna, Virginia 22181-5599

Date <u>10/30</u>		Account <u>Amnesty International</u>	
Quantity	Description	Price	Amount
	<u>Inn Harbor Baltimore Md.</u>		
	<u>Nov 14, 2015</u>		
	<u>Regional Conference</u>		
	<u>\$15 each</u>		
	<u>More than 15 people</u>		
	<u>not to exceed \$300</u>		
Requested by (Signature) <u>[Signature]</u>		Approved by Principal <u>[Signature]</u>	Date: <u>11/5/15</u>
Supervising Administrator <u>[Signature]</u>		**NOT VALID WITHOUT PRINCIPAL'S SIGNATURE**	
Date Received		Delivery is: <u>Partial</u>	Final
Purchase is <u> </u> Taxable <u> </u> Non-Taxable		Notes:	
Tax Exemption Certificate Number <u> </u>			

ALL DELIVERY DOCUMENTS SHOULD BE SENT TO THE FINANCE OFFICER

Distribution: White - Vendor Canary - Finance Officer Pink - Requisitioner

SA 10-30-15

Black, Marilyn F (Madison HS)

From: Jones, Andrea L.
Sent: Tuesday, December 08, 2015 12:34 PM
To: Black, Marilyn F (Madison HS)
Subject: FW: Thank you for registering!

This was the only receipt I received for registration. I hope this will cover it. Let me know if I need something else.

Andrea

From: Amnesty International Events Department [mailto:agm@aiusa.org]
Sent: Monday, November 09, 2015 3:37 PM
To: Jones, Andrea L.
Subject: Thank you for registering!

Dear Andrea,

Transaction ID: 2928239-42444
Amount Charged: \$ 240.00

You're registered! Thank you for joining us for Amnesty International USA's 2015 Regional Conference.

Our programs will be packed with amazing speakers working on the frontlines for human rights. Come hear stories from speaker and fellow members as we explore this year's theme From Moment to Movement. We'll also have an action alley and exciting networking opportunities. We will be updating the site with new conference information so please check back often at amnestyusa.org/regionals2015.

If you have any questions about your registration, please contact us at registration@aiusa.org.

See you soon!

Amnesty International USA

JAMES MADISON HIGH SCHOOL

2500 JAMES MADISON DRIVE
VIENNA, VIRGINIA 22181-5599

Phone: (703) 319-2300

Fax: (703) 319-2397

PURCHASE ORDER

No. 16-D205

To Golfdom

Ship To
James Madison High School
2500 James Madison Drive
Vienna, Virginia 22181-5599

Date <u>8/14/15</u>		Account <u>B-Golf Fundraise</u>	
Quantity	Description	Price	Amount
1	Bushnell V2 Range finder	125.00	
1	Leopold 6x3 Range finder	150.00	
Total			
\$275.00			
Requested by (Signature) <u>[Signature]</u>		Approved by Principal <u>[Signature]</u> Date: <u>8/19/2015</u>	
Supervising Administrator <u>[Signature]</u>		**NOT VALID WITHOUT PRINCIPAL'S SIGNATURE**	
Date Received		Delivery is: <input type="checkbox"/> Partial <input type="checkbox"/> Final	
Purchase is <input type="checkbox"/> Taxable <input type="checkbox"/> Non-Taxable		Notes:	
Tax Exemption Certificate Number <u>[Redacted]</u>			

ALL DELIVERY DOCUMENTS SHOULD BE SENT TO THE FINANCE OFFICER

Distribution: White - Vendor Canary - Finance Officer Pink - Requisitioner

SA 8-14-15

GOLFDOM
WWW.GOLFDOMGOLF.COM
8203 WATSON STREET
MCLEAN VA 22102
703-790-8844

RECEIPT
08/20/15 04:25:41 PM
RECEIPT 1525695 STORE 1
REGISTER 102 Clerk Buddy C
Slsprsn: TYSONS G

Customer MADISON HIGH-SCHOOL
MADISON HIGH SCHOOL
2500 JAMES MADISON DR
VIENNA, VA 22181
DRAUENZAHN@FCPS.EDU

Item	Price	Qty	Total
10339259 USED GX-3I LEUPOLD			
USED GX-3I	150.00	1	150.00
10237752 TOUR V2 DEMO BUSHNELL			
950000	125.00	1	125.00
	Total Units	2	
	Subtotal		275.00
	Total		275.00
08/20/15 04:25:32 PM MASTERCARD			275.00

Golfdom will accept returns on most new, unused product with manufacturer's tags & labels attached for Exchange, Store Credit, or Refund within 30 days of purchase. Logo and custom imprint golf ball orders are excluded from this policy and all such sales are non-refundable. Any Dotted Apparel Sales Items = ALL SALES FINAL Any questions or comments can be sent to customerservice@golfdomgolf.com

*** CUSTOMER COPY ***

JAMES MADISON HIGH SCHOOL

2500 JAMES MADISON DRIVE
VIENNA, VIRGINIA 22181-5599

Phone: (703) 319-2300

Fax: (703) 319-2397

PURCHASE ORDER

No. 16-0220

To Herndon Centennial
Golf Course

Ship To
James Madison High School
2500 James Madison Drive
Vienna, Virginia 22181-5599

Date <u>8/20/15</u>		Account <u>Golf</u> <u>ATH-</u>	
Quantity	Description	Price	Amount
<u>16</u>	<u>\$25/golfer for</u> <u>practice Rounds for</u> <u>CONF. TOWN</u>	<u>\$1400</u>	
<u>12</u>	<u>\$7/Range taken for</u> <u>warm ups @ CONF. TOWN</u>	<u>\$84</u>	
<u>Approx \$1500.00</u>			
Requested by (Signature) <u>[Signature]</u>		Approved by Principal <u>Jusan Roberson</u> Date: <u>7/26/15</u>	
Supervising Administrator <u>[Signature]</u>		**NOT VALID WITHOUT PRINCIPAL'S SIGNATURE**	
Date Received		Delivery is: <u>Partial</u> <u>Final</u>	
Purchase is <u> </u> Taxable <u> </u> Non-Taxable		Notes:	
Tax Exemption Certificate Number <u> </u>			

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Distribution: White - Vendor Canary - Finance Officer Pink - Requisitioner

SA 8-20-15

Black, Marilyn F (Madison HS)

From: Rauenzahn, Derrick R.
Sent: Friday, September 18, 2015 5:14 PM
To: Black, Marilyn F (Madison HS)
Subject: Re: receipts

SALE
Herndon Centennial G.C.
(703) 471-5769

14-SEP 2015 3:13:29 PM 1
Cashier : Julie

Transaction: 201509141512280096

Description Price Qty Disco Extended

3 18.00 6 0.00 108.00
Hole JR/SR

Item Total \$ 108.00
Discounts \$ 0.00
Subtotal \$ 108.00
Tax \$ 0.00
Total Sale \$ 108.00
Amount Tendered \$ 108.00
Change Due \$ 0.00

MC \$ 108.00

Sales Receipt is Mandatory for ALL
Rainchecks, Debit, & Exchanges.

*14-09-2015
Rauenzahn*

Black, Marilyn F (Madison HS)

*Admin ✓
10/1/15*

From: ISCustomerCare@ISCustomerCare.com
Sent: Thursday, September 10, 2015 9:07 PM
To: Black, Marilyn F (Madison HS)
Subject: ISG Invoice

INDEPENDENT STATIONERS

ORIGINAL INVOICE

Thank You for your Order. Your Order Has Been Shipped!

Orders placed by 4:00 pm local time will be delivered the next-day with the exceptions of back orders, special order items, large volume orders which will be delivered on the next available business day. If you have questions regarding this order, or if we can provide further assistance, please contact us at ISCustomerCare@ISCustomerCare.com or call 1-877-872-8599. An Independent Stationers associate will be happy to assist you. Customer Care hours are 6:00AM CST - 8:00PM CST, Monday - Friday.

We appreciate the opportunity to serve you. Thank you for your business.

Independent Stationers Customer Care

<https://uscommunities.isgroup.org/store/LoginB.aspx>

ORIGINAL INVOICE

Customer #: 540805373

SHIPPING ADDRESS:
Madison High
2500 James Madison Dr
Vienna, VA 22181

BILLING ADDRESS:
FAIRFAX COUNTY PUBLIC SCHOOLS
8115 GATEHOUSE RD
FALLS CHURCH, VA 22042

ORDER DATE:09/10/2015
SALES ORDER #:SO-000559659
CUSTOMER PO #:8500202848
BILLING CODE:

INVOICE DATE:09/10/15
DUE DATE:
INVOICE #:IN-000556017
TOTAL: \$1609.00

CONTACT NAME: Marilyn F Black
CONTACT PHONE:

PAYMENT TERMS: Net 30 days
PAYMENT METHOD: VisaMstred
CARD #:

ITEM #	ITEM DESCRIPTION	UOM	QTY	BILLING CODE	PRICE	EXTENDED
UNV21200FF	PAPER,XERO/DUP,WE LTR,20#	CT	50		\$32.18	\$1,609.00
SUBTOTAL:						\$1,609.00
TAX:						\$0.00

FREIGHT:

\$0.00

Spécial Instructions: MFBLACK 09/10/2015 07:16

TOTAL: \$1,609.00

Independent Stationers' Remit To Address:

P.O. BOX 677426, DALLAS, TX 75267-7426

If you are paying by credit card, then no balance is due at this time. Thank you.

Packing Slip

Independent Stationers
P.O. Box 677426
DALLAS, TX 75267
877-872-8599

Route: M_GOP
Packing Slip#: PS-000559287
Customer #: 540805373
Local Dealer.....: Guernsey Office
Products

Bill To:
FAIRFAX COUNTY PUBLIC SCHOOL
8115 GATEHOUSE RD
FALLS CHURCH, VA 22042

Special Instructions: MFBLACK 09/10/2015 07:16

Ship To:
Madison High
2500 James Madison Dr
Vienna, VA 22181

Ship Date 9/10/2015
Customer PO # 8500202848

Sales Order # SO-000559659

Contact Name: Marilyn F Black

Item #	Item Description	UOM	Billing Code	Qty Ordered	Qty B/O	Qty Shipped	Product Shipped From
UNV21200FF	PAPER,XERO/DUP,WE LTR,20#	CT		50		50	Main

Receipt _____

Comments _____

Date _____

* These shipments generally arrive next day, but in some cases require an additional day for delivery. Thank you.

JAMES MADISON HIGH SCHOOL

2500 JAMES MADISON DRIVE
VIENNA, VIRGINIA 22181-5599

Phone: (703) 319-2300

Fax: (703) 319-2397

PURCHASE ORDER

No. 116-0216

To Westin Gateway

Ship To
James Madison High School
2500 James Madison Drive
Vienna, Virginia 22181-5599

Ath-Don

Date <u>8/20/15</u>		Account	
Quantity	Description	Price	Amount
	<i>Coach Retreat Meetings Aug 28-29</i>		
	<i>Hotel, room, rental fees,</i>		
	<i>equipment, breakfast</i>		
	<i>Approx</i>	<i>\$4000 total</i>	
	<i>Initial Payment to be made</i>		
	<i>via check \$2000</i>	<i>pd. 8/27 # [redacted]</i>	
	<i>Remaining balance via credit card</i>		

Requested by (Signature)	Approved by Principal <i>Jusan Robinson</i>	Date: <i>8/21/15</i>
Supervising Administrator <i>Megh Foley</i>	**NOT VALID WITHOUT PRINCIPAL'S SIGNATURE**	
Date Received	Delivery is: <u>Partial</u>	Final
Purchase is <u> </u> Taxable <u> </u> Non-Taxable	Notes:	
Tax Exemption Certificate Number <u>[redacted]</u>		

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Distribution: White - Vendor Canary - Finance Officer Pink - Requisitioner

JAMES MADISON HIGH SCHOOL
VIENNA, VA 22181



Acct Nbr w/ Vendor	Vendor Name	Payment Number	Check Date	Check #	Check Amount
	Westin Arlington Gateway		8/26/2015		\$2,000.00
Vendor Invoice Number	Date	Fund	Fund Description		Fund Amount
082615	8/26/2015		Athletics-General-Donations		\$2,000.00

 Athletics-General-Donations \$2,000.00

The Westin Arlington Gateway

801 North Glebe Road
Arlington, Virginia 22203
703 537 4233 fax 703 717 6204 - Fin 20-0483027

Invoice No. CH25AA

INVOICE

Customer

Name Coaches Retreat
Address _____
City _____ State _____ Zip _____
Phone _____

Date 8/21/2015
Order No. _____
Rep _____
FOB _____

Qty	Description	Unit Price	TOTAL
16	Room Nights	\$99.00	\$1,584.00
1	Aug 28 Meeting Total	\$128.12	\$128.12
1	Aug 29 Meeting Estimate	\$1,251.82	\$1,251.82

Payment Details

- Electronic Payment
 Co check
 Credit Card

Name _____
CC # _____

SubTotal	\$2,963.94
room tax	\$205.92
Deposit	\$0.00
TOTAL	\$3,169.86

Please pay upon receipt of this invoice

*Please pay initial
payment via
check for \$2000
Remaining balance
paid at event*

*OK to
pay
Meyh Poly
8/21/15*

The Westin Arlington Gateway

EO #: 6480-5699018654

801 N Glebe Rd
Arlington, VA, 22203
Phone: (703) 537-4242 x
Fax: (703) 717-6204

Event Check #: 6480-5818841701
Page: 1 of 1
Printed: 21-Aug-2015

Event Check

Account: James Madison High School	Event Date: Friday, 28 August 2015
Post As: Coaches Retreat	Contact: Meghan Foley
EO Name: 8/28 meeting	Phone: (703) 319-2360
Address: 2500 James Madison Dr Vienna VA , 22181 United States	Fax:
Payment Method:	Onsite Contact:
PMS Group Code: CH25AA	Onsite Phone:
Department: Banquets	Event Seller:
	Event Servicer: Marie Konyha

Date	Time	Room	Event Name	Type	Post	PROJ	GTD	SET	Rental
Fri, 28-Aug-2015	3:00PM-8:00PM	Ernest Hemingway Salon 1	Meeting	Meeting	Y	25		25	\$100.00

Quantity	Item	Unit Price	Total Price
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Rental

Meeting, Ernest Hemingway Salon 1, Friday, 28 August 2015

1	Ernest Hemingway Salon	\$100.00	\$100.00
	Subtotal Rental		\$100.00
	Taxable Service Charge 2%		\$2.00
	Sales Tax 6%		\$6.12
	Non-Taxable Service Charge 20%		\$20.00
	Total Rental		\$128.12
	Grand Total		\$128.12

This preliminary check is being provided for informational purposes only. All information contained herein is subject to change based on the actual event/meeting.

A 22% service charge of the total food and beverage revenue and function space rental fee (plus all applicable taxes) will be added. The food and beverage service charge includes a 15.4% gratuity for employees. The remainder of the food and beverage service charge and the entire function space rental fee service charge is retained by the Hotel. No charge is a tip, gratuity or service charge for employees other than the food and beverage gratuity. By signing below, I agree to the details above and those included in the terms and conditions page.

Signature: _____

GUEST COPY

Event Check# : 6480-5818841701

The Westin Arlington Gateway

EO #: 6480-5699018695

801 N Glebe Rd
Arlington, VA, 22203
Phone: (703) 537-4242 x
Fax: (703) 717-6204

Event Check #: 6480-5818841754

Page: 1 of 2

Printed: 21-Aug-2015

Event Check

Account: James Madison High School Post As: Coaches Retreat EO Name: 8/29 breakfast & meeting Address: 2500 James Madison Dr Vienna VA , 22181 United States	Event Date: Saturday, 29 August 2015 Contact: Meghan Foley Phone: (703) 319-2360 Fax: Onsite Contact: Onsite Phone:
Payment Method: PMS Group Code: CH25AA Department: Banquets	Event Seller: Event Servicer: Marie Konyha

Date	Time	Room	Event Name	Type	Post	PROJ	GTD	SET	Rental
Sat, 29-Aug-2015	8:00AM-1:00PM	Ernest Hemingway Salon 1	Meeting	Meeting	Y	25			\$100.00
Sat, 29-Aug-2015	8:30AM-9:30AM	Pre-Function Hemingway 1	Breakfast Buffet	Breakfast Buffet	N	20			\$0.00

Quantity	Item	Unit Price	Total Price
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Food

Breakfast Buffet, Pre-Function Hemingway 1, Saturday, 29 August 2015			
	assorted coca-cola® products (charge on consumption)	\$0.00	\$0.00
25	breakfast table: american	\$34.00	\$850.00
	Subtotal Food		\$850.00
	Taxable Service Charge 2%		\$17.00
	Sales Tax 10%		\$86.70
	Non-Taxable Service Charge 20%		\$170.00
	Total Food		\$1,123.70

Rental

Meeting, Ernest Hemingway Salon 1, Saturday, 29 August 2015			
1	Ernest Hemingway Salon	\$100.00	\$100.00
	1		
Breakfast Buffet, Pre-Function Hemingway 1, Saturday, 29 August 2015			
1	Pre-Function Hemingway	\$0.00	\$0.00
	1		
	Subtotal Rental		\$100.00
	Sales Tax 6%		\$6.12
	Taxable Service Charge 2%		\$2.00
	Non-Taxable Service Charge 20%		\$20.00
	Total Rental		\$128.12

This preliminary check is being provided for informational purposes only. All information contained herein is subject to change based on the actual event/meeting.

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Signature: _____

GUEST COPY

Event Check# : 6480-5818841754

The Westin Arlington Gateway

EO #: 6480-5699018695

801 N Glebe Rd
Arlington, VA, 22203
Phone: (703) 537-4242 x
Fax: (703) 717-6204

Event Check #: 6480-5818841754

Page: 2 of 2

Printed: 21-Aug-2015

Event Check

Account: James Madison High School	Event Date: Saturday, 29 August 2015
Post As: Coaches Retreat EO Name: 8/29 breakfast & meeting Address: 2500 James Madison Dr Vienna VA , 22181 United States	Contact: Meghan Foley Phone: (703) 319-2360 Fax: Onsite Contact: Onsite Phone:
Payment Method: PMS Group Code: CH25AA Department: Banquets	Event Seller: Event Servicer: Marie Konyha

Quantity	Item	Unit Price	Total Price
		Grand Total	\$1,251.82

This preliminary check is being provided for informational purposes only. All information contained herein is subject to change based on the actual event/meeting.

A 22% service charge of the total food and beverage revenue and function space rental fee (plus all applicable taxes) will be added. The food and beverage service charge includes a 15.4% gratuity for employees. The remainder of the food and beverage service charge and the entire function space rental fee service charge is retained by the Hotel. No charge is a tip, gratuity or service charge for employees other than the food and beverage gratuity. By signing below, I agree to the details above and those included in the terms and conditions page.

Signature: _____

GUEST COPY

Event Check# : 6480-5818841754

The Westin Arlington Gateway
 801 North Glebe Road
 Arlington, VA 22203
 United States
 Tel: 703-717-6200 Fax: 703-717-6204



Coaches Retreat August 2015
 James Madison High School
 2500 James Madison Dr
 Vienna, VA 22181

Page Number : 1 Invoice Nbr : 30652348
 Guest Number : 63306S
 Folio ID : A
 Arrive Date : 25-AUG-15
 Depart Date : 01-SEP-15
 No. Of Guest :
 Room Number :
 Club Account :

Information Invoice

The Westin Arlington 28-AUG-15 13:27 PATRNUC

Date	Reference	Description	Charges (USD)	Credits (USD)
28-AUG-15	CK	Check		-2000.00
		** Total	0.00	-2000.00
		*** Balance	-2000.00	

STAY LONGER - Enjoy more time to explore your destination with the benefits of Westin Weekend, from extended breakfast hours to late Sunday checkouts.
 Book your next Westin Weekend at westin.com/weekend
 Tell us about your experience at westin.com/reviews

Thank you for staying with The Westin Arlington Gateway. Our team is dedicated to exceeding your expectations. We welcome and encourage feedback regarding your visit, please connect with our Director of Front Office Jennifer Stoller at jennifer.stoller@westin-arlington.com. We look forward to welcoming you back soon. Be well.



Westin Arlington Gateway

801 North Glebe Road
Arlington, VA 22203
(703) 717-6200
Federal Tax ID: 20-0483027
www.westin.com/arlington

Your Billing Information

Starwood Hotels & Resorts Worldwide, Inc.

MERIDIAN



LEASERAY



WESTIN



RESORTS



bliss



INVOICE

*** Summary of Charges ***

Deposits/Payments/Transfers

Payments -2,000.00

Total Deposits/Payments/Transfers -2,000.00

Individual Guest Charges

Room Charges 1,485.00

Room Tax 193.05

Total Individual Guest Charges 1,678.05

Banquets and Catering

Food 904.00

Room Rental 200.00

Service Charge 242.88

Tax 104.45

Total Banquets and Catering 1,451.33

Payments to Master

Payments -1,129.38

Total Payments to Master -1,129.38

The Westin Arlington Gateway
patrick Nuckols
(armbill)

Coaches Retreat August 2015 - Account No 23251
INVOICE
*** Summary of Charges ***

10-Sep-2015 10:52 AM
Page 3 of 8

*** Total Amount ***	-0.00
-----------------------------	--------------

A portion of the service charge is retained by the Hotel to pay for various costs/expenses other than the wages and tips of our employees. Service charge is subject to tax.

The Westin Arlington Gateway
patrick Nuckols
(armbill)

Coaches Retreat August 2015 - Account No 23251

INVOICE

*** Deposits/Payments/Transfers ***

10-Sep-2015 10:52 AM

Page 4 of 8

Date	Description	Reference	Payments	Total
28-Aug-2015	Settlements	CK	-2000.00	-2000.00
	Total		-2000.00	-2000.00

The Westin Arlington Gateway
patrick Nuckols
(armbill)

Coaches Retreat August 2015 - Account No 23251

INVOICE

*** Individual Guest Charges ***

10-Sep-2015 10:52 AM

Page 5 of 8

Guest Name	Room #	Folio #	Room Chg	Room Tax	Total
Allen, Heather	1133	635151	99.00	12.87	111.87
Chasse, Craig	1131	635154	99.00	12.87	111.87
Foley, Meghan	1024	635165	99.00	12.87	111.87
Foos, Andrew	1124	635157	99.00	12.87	111.87
Gorman, Alex	1122	635160	99.00	12.87	111.87
Hall, Carrie	1125	635152	99.00	12.87	111.87
Hutchinson, Shawn	1120	635159	99.00	12.87	111.87
King, Kimberly	1118	635163	99.00	12.87	111.87
Kuhblank, Christophe	1114	635164	99.00	12.87	111.87
McManus, Mary	1123	635153	99.00	12.87	111.87
Perpall, Morgan	1108	635158	99.00	12.87	111.87
Roberts, Meredith	1110	635155	99.00	12.87	111.87
Roller, Kevin	631	635156	99.00	12.87	111.87
Schultz, Lenny	1112	635150	99.00	12.87	111.87
Sourmah, Alsane	1116	635162	99.00	12.87	111.87
Total			1485.00	193.05	1678.05

The Westin Arlington Gateway
patrick Nuckols
(arbill)

Coaches Retreat August 2015 - Account No 23251

INVOICE

*** Banquets and Catering ***

10-Sep-2015 10:52 AM

Page 6 of 8

Date	Event Location	Meal	BEO #	Food	Rm Rental	Serv Chg	Tax	Total
28-Aug-2015	Ernest Hemingway Salon 1	Lunch	5699018654	0.00	100.00	22.00	6.12	128.12
30-Aug-2015	Pre-Function Hemingway 1	Brkfst	5699018695	904.00	0.00	198.88	92.21	1195.09
30-Aug-2015	Pre-Function Hemingway 1	Other	5699018695	0.00	100.00	22.00	6.12	128.12
Total				904.00	200.00	242.88	104.45	1451.33

The Westin Arlington Gateway
patrick Nuckols
(armbill)

Coaches Retreat August 2015 - Account No 23251

INVOICE

*** Payments to Master ***

10-Sep-2015 10:52 AM
Page 7 of 8

Guest Name	Room #	Folio #	Payments	Total
Coaches Retreat Augu		638619	-1129.38	-1129.38
Total			-1129.38	-1129.38

The Westin Arlington Gateway
patrick Nuckols
(armbill)

Coaches Retreat August 2015 - Account No 23251

INVOICE

*** Payments to Master ***

10-Sep-2015 10:52 AM

Page 8 of 8

End of Report