

INVOICE TRANSMITTAL

Accounting Unit (9 digit) 200560111
Account (5 digit) 63600
Grants & Projects (If needed)
Activity
Account Category

Vendor #	13299	
Vendor Name	American Red Cross	
Address		
City		
State	Zip Code	Date 01/22/10

Invoice #/Invoice Date/Desc
Invoice 1657

Amount
\$ 405.00
Total \$ 405.00

County Auditor's Use Only
CC Approval Date _____
Check Type _____
Audited By _____
Received
Paid



 Authorized Department Approval

Treasurer's Register Stamp and Number
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Southwestern Branch
P.O. Box 87
Richmond, TX 77406-0087
Phone: (281) 342-9480
Fax: (281) 342-0061

Gus George LEA
1410 Williams Way Blvd
Richmond, TX 77469

Purchase Order #:


Completed By: mreyes

03/30/2010
DA



Gus George Law Enforcement Academy

Memo

To: Lou Ann Mullins
From: Matt Carter 
Date: April 28, 2010
Re: American Red Cross Purchase Order

The Texas Commission on Law Enforcement Standards and Officer Education (TCLEOSE) incorporates a first aid block into their Basic Peace Officer Certification Course (BPOC) curriculum. The Academy Staff arranged to have Fort Bend County Emergency Medical Services instruct this block in our BPOC course. We were dependent on the instructors, Mary and Hal Fuglaar, to coordinate ordering of the required materials from the American Red Cross.

Dottie tried to arrange payment to the American Red Cross the day before the training commenced. However, she was informed that the instructors had not yet provided information on the required materials. Approximately 7 - 10 days after the completion of the training, Dottie received an invoice from the American Red Cross for the workbooks and mannequins required for the training. This delay in obtaining the necessary information delayed our submission for purchase order. If additional information is required, please let me know.