

Check Request Form  
Rotary Club of Orange, Inc.



\*\*\* Payable to: Jeanne Carter  
Address: 860 Morningside Dr # C-106  
City, State, Zip: Fullerton, CA 92835  
Special Instructions: \_\_\_\_\_  
Date Check Required: \_\_\_\_\_  
Requested by: Ankit Shah / Jeanne Carter

Gave to  
Jeanne  
Carter  
2/20/20

**\*Checks will not be processed without proper documentation/receipts attached\***

\*\*\* Authorized by: Danny A. Lending  
(Signed by Club President, Appropriate Director or official designee)

\*\*\* Budgeted? Yes \_\_\_\_\_ No \_\_\_\_\_ If not, approved by: \_\_\_\_\_  
(Signed by Club President or Treasurer)

*** Account #	*** Account Name	*** Amount
<u>63028</u>	<u>Grant 2019-2020</u>	<u>1,003.99</u>
	<u>Down Payment For</u>	
	<u>Sign.</u>	
	Total	<u>1,003.99</u>

\*\*\* Required Information

Received / Processed by: 2/20/20 Date KEP Processed Check # 2636

**\*\*PLEASE NOTE: NO CHECK REQUEST FORM WILL BE PROCESSED WITHOUT PRIOR APPROVAL FROM DIRECTOR\*\***

# Invoice

Page 1 of 2



## America's Instant Signs

1260 N. Hancock St., Units 105-106  
Anaheim, CA 92807  
ph. (714) 693-2989  
fax (714) 693-2925  
email: info@americasinstantsigns.com

Invoice:

40004

Description: **Interpretive Trail Sign**  
Customer: Sarah Tannas  
**El Modena High School**  
Salesperson: Diana Jaimes

ph: (714) 785-8618

email: s.tannasdesign@gmail.com

Product	Font	Qty	Sides	Height	Width	Unit Cost	Install	Item Total
1 Pannier Double pedest		1	1	1	1	\$1,100.00	\$150.00	\$1,250.00

Color: White

Description: AIS TO PERFORM THE FOLLOWING WORK: (DOUBLE PEDESTAL)

- \* Fabricate (one) 48" tall and 36" wide double pedesal mounts for a 24" X 36" digitally produce interpretive sign.
- \* Double pedestals to be made of 6061-T6 aluminum painted in Standard national park colors.
- \* Double pedestal accomodates 1/8" Fiberglass Embedded Digital Graphics Panels. (not included).
- \* Color = National Park Brown.

Text:

2 Pannier Sign Inserts		1	1	1	1	\$622.50	\$0.00	\$622.50
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Color:

Description: AIS TO PERFROM THE FOLLOWING WORK: (FIBERGLASS SIGN INSERTS)

- \* Fabricate (1) 24" X 36" X 1/8" Fiberglass Embedded Digital Graphics Panels.
- \* Note: Replacements can only be ordered if the originals are ordered. Replacements have to be ordered at same time as originals or they are priced higher (original price = \$745).

Text: ELMO Butterfly nature sign.pdf

### Payments Received (thank you)

Date	Amount	Payment Method	Tracking Number
2/13/2020 11:47:49AM	\$1,003.99	Check	4044
Total Payments	\$1,003.99		

Payment due upon completion of order.

ATTN: Sarah Tannas  
El Modena High School  
3920 Spring St.  
Orange, CA 92869

Received/Accepted By: / /



# Invoice

## America's Instant Signs

1260 N. Hancock St., Units 105-106

Anaheim, CA 92807

ph. (714) 693-2989

fax (714) 693-2925

email: info@americasinstantsigns.com

Page 2 of 2

Invoice:

40004

Other Payments: \_\_\_\_\_  
Form of Payment / Amount / Initials

Ordered: 2/13/2020 11:47:21AM

Printed: 2/13/2020 11:48:07AM

Status: WIP

### Notes:

#### STANDARD TERMS:

DEPOSIT: Check, ACH or Credit Card

\* 50% deposit is required upon placement of order; BALANCE IS DUE UPON COMPLETION. Invoices over 30 days are subject to 1.5% interest per month.

\* Effective Oct 15, 2019 there will be a 3% convenience fee applied to all credit card charges

\* Signs do not become a property of buyer until paid in full

PROOF: AIS to supply a proof for your approval prior to production.

COLOR MATCH: We will color match to the best of our ability but we cannot guarantee an exact match as paints and inks are different and each printer and monitor interpret the color codes differently.

\* ESTIMATE VALID: 60 days.

\* Please Note: Cancellation of orders once placed is subject to forfeit of your

Line Item Total:	<b>\$1,872.50</b>
Tax Exempt Amt:	<b>\$150.00</b>
Subtotal:	<b>\$1,872.50</b>
Taxes:	<b>\$133.49</b>
Total:	<b>\$2,005.99</b>

Total Payments:	<b>\$1,003.99</b>
Balance Due:	<b>\$1,002.00</b>

Payment due upon completion of order.

ATTN: Sarah Tannas  
El Modena High School  
3920 Spring St.  
Orange, CA 92869

Received/Accepted By: \_\_\_\_\_