

AGENDA ITEM FOR ADMINISTRATIVE MEETING

() Discussion only

(X) Action

FROM (DEPT/ DIVISION): Douglas R. Olsen
County Counsel

SUBJECT: Fair Payable

<p>Background: The payment for the catering for the Fair Appreciation Dinner is before the Board for approval due to the amount.</p>	<p>Requested Action: Approve payment to Simply Catering in the amount of \$4,550</p>
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ATTACHMENTS: Payable

*****For Internal Use Only*****

Checkoffs:

- () Dept. Head (copy)
- () Budget (copy)
- () Fiscal
- (X) Legal (copy)
- () (Other - List:)

To be notified of Meeting:

Needed at Meeting:

Scheduled for meeting on: March 2, 2022

Action taken:

UMATILLA COUNTY PAYMENT REQUEST

P E I D - A C	5290-01
NAME	Simply Catering
ADDRESS	43564 Hoefft Rd
ADDRESS	
CITY, STATE, ZIP	Pendleton, OR 97801

AUTHORIZATION-APPROVAL

DEPARTMENT	SIGNATURE	DATE PAID
EXEC ASST	DATE - ATTACH APPROVAL	
BOARD	DATE - ATTACH APPROVAL	CHECK NUMBER
SUBMITTED	2/16/2022	

AMOUNT	ACCOUNT #	DESCRIPTION	INVOICE NUMBER	INVOICE TOTAL	INVOICE DATE	FINANCE CODES
\$ 4,550.00	4042-59608	Pot Roast in gravy, loaded mashed, green beans w/ bacon, rolls, ceasar salad and cake for 350. Appreciation Dinner 1/29/22	996543	4,550.00	02/04/22	

\$ 4,550.00 PAGE TOTAL: Office Use: Pretravel Auth rec: _____ Contract Reviewed: _____ Routine: _____

\$ **4,550.00** GRAND TOTAL: 1285.5 Office Use: Tax ID Reviewed: _____ Quotes: _____ Bids: _____

Simply Catering
 43564 Hoeft Rd
 Pendleton OR 97801

DATE: 2/4/22

CUSTOMER'S ORDER NO. _____

NAME: *Norman Fair*

ADDRESS: _____

CITY, STATE, ZIP: *Allen, Oregon*

SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	HOUSE. RETD.	PAID OUT
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QUANTITY	DESCRIPTION	PRICE	AMOUNT
1			
2			
3			
4			
5			
6			
7	<i>350 meals</i>	<i>\$13</i>	<i>\$4550</i>
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			<i>\$4550</i>

RECEIVED BY _____

A-5805
 T-46320/46350

KEEP THIS SLIP FOR REFERENCE

01-11