

CITY OF FULLERTON

MONTHLY PROCUREMENT CARD RECONCILIATION REPORT

TRANSACTION LOG

Month: April  
Year: 2016

Card Holder Name: Lorelei Sanborn Department: Police

Last 4 Digits of Pro Card: 6484

Card Holder Signature: *Lorelei Sanborn* Date: 5/5/2016

Approving Official: *Amy E. Hughes* Date: 5/5/2016

Attach monthly billing statement and original receipts.

	Date	Key	Object	Price	Supplier	Description	Rec/Invoice#
1.	3/23/2016	10271	6212	\$87.43	Roscoes	Chief's Advisory Mtg	
2.	3/24/2016	10271	6212	\$26.64	Top Class Pizza	Jailhouse Dinner	
3.	3/23/2016	10271	6212	\$116.20	Jet Blue	OACP Conference	
4.						Dan Hughes & Bill Rams	
5.	3/23/2016	10271	6212	\$98.10	Alaska	OACP Conference	
6.						Dan Hughes	
7.	3/23/2016	10271	6212	\$98.10	Alaska	OACP Conference	
8.						Bill Rams	
9.							
10.							
11.							
12.							

Total of all Charges: \$426.47

1. Review the statement for accuracy. Match your log to the statement.
2. Note any differences between the transaction log and the statement.
3. Write the account code for each transaction on the statement.
4. Attach the receipts to the statement in the order they appear on the statement.
5. Include a copy of your transaction log
6. Sign and date the certification block on the last page of the statement.
7. Forward the packet to the approving official within 3 days.



U.S. BANCORP SERVICE CENTER  
 P. O. Box 6343  
 Fargo, ND 58125-6343



CITY OF FULLERTON

**ACCOUNT NUMBER** [REDACTED]  
**STATEMENT DATE** 04-22-16  
**TOTAL ACTIVITY** \$ 426.47

000017770 1 AT 0.399 106481483391580 P

LORELEI SANBORN  
 CITY OF FULLERTON  
 303 W. COMMONWEALTH AVE.  
 FULLERTON CA 92832-1710

"MEMO STATEMENT ONLY"  
 DO NOT REMIT PAYMENT

We certify that all purchases listed on this statement, unless annotated to the contrary, are true, correct and for official business only. Payment is authorized.

Cardholder \_\_\_\_\_ Date \_\_\_\_\_ Approver \_\_\_\_\_ Date \_\_\_\_\_

NEW ACCOUNT ACTIVITY					
POST DATE	TRAN DATE	TRANSACTION DESCRIPTION	REFERENCE NUMBER	MCC	AMOUNT
03-25	03-23	ROSCOES FAMOUS DELI FULLERTON CA PUR ID: 05301350002VP2YC100068288 TAX: 0.00	24129426084100000653006	5812	87.43
03-25	03-24	TOP CLASS PIZZA 714-8717802 CA PUR ID: 649402279 TAX: 0.00	24497786084900018381552	5812	26.64
03-25	03-23	JETBLUE 2792149123428 SALT LAKE CTY UT HUGHES/DANNY E MRDEPARTURE: 04-13-16 LGB B6 Y PDX	24733096084629000132008	3174	116.20
03-28	03-23	ALASKA AIR 0272110742833 SEATTLE WA HUGHES/DANNY DEPARTURE: 04-14-16 PDX AS T LAX	24431066085824501206594	3256	98.10
03-28	03-23	ALASKA AIR 0272110742834 SEATTLE WA RAMS/WILLIAM DEPARTURE: 04-14-16 PDX AS T LAX	24431066085824501206719	3256	98.10

Default Accounting Code: NO DAC			
<b>CUSTOMER SERVICE CALL</b>  <b>800-344-5696</b>	<b>ACCOUNT NUMBER</b> [REDACTED]		<b>ACCOUNT SUMMARY</b>
	<b>STATEMENT DATE</b> 04-22-16	<b>DISPUTED AMOUNT</b> \$ .00	<b>PREVIOUS BALANCE</b> \$ .00
<b>SEND BILLING INQUIRIES TO:</b>  C/O U.S. BANCORP SERVICE CENTER, INC U.S. BANK NATIONAL ASSOCIATION P.O. BOX 8335 FARGO, ND 58125-8335	<b>AMOUNT DUE</b>  \$ 0.00  <b>DO NOT REMIT</b>		<b>PURCHASES &amp; OTHER CHARGES</b> \$426.47
			<b>CASH ADVANCES</b> \$ .00
			<b>CASH ADVANCE FEE</b> \$ .00
			<b>CREDITS</b> \$ .00
		<b>TOTAL ACTIVITY</b> \$426.47	



ROSCOES FAMOUS DELI  
FULLERTON, CA 92832  
714-879-2153  
www.roscoesfamousdeli.com

Jordan F

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Chk 2985                    PD                    Gst  
                                 Mar23'16 10:27AM  
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To Go  
  d Platter Platter 2            55.95  
  rkey Sand 2 Big Mikey 2  
  alian Job  
  Joz Side Mac Salad            25.00  
  
  UBTOTAL                    80.95  
  TAX                            6.48  
  TOTAL DUE                    **87.43**  
  
  FOOD TAX                    6.48

For your convenience we are  
providing the following  
gratuity calculations:

15% is \$13.11  
18% is \$15.74  
20% is \$17.49  
THANK YOU FOR VISITING

**LORELEI SANBORN**

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**From:** noreply@topclasspizza.com  
**Sent:** Thursday, March 24, 2016 4:02 PM  
**To:** LORELEI SANBORN  
**Subject:** Online Order

**Thank you for your order!**

**Order Total: \$26.64**

**Top Class Pizza & Eatery**  
1927 Malvern Ave  
Fullerton, CA 92833  
(714) 871-7802

**Lorelei,**

Thank you for ordering online from **Top Class Pizza & Eatery**. It is our pleasure to serve you. Your order has been received, and will be ready in approximately **60 minutes**.

Please contact **Top Class Pizza & Eatery** at **(714) 871-7802** for further assistance.

Sincerely,  
**The Top Class Pizza & Eatery Team**

**Order Placed: March 24, 2016 at 4:01 PM**

**Web Delivery Details**

**Lorelei Sanborn**  
237 W Commonwealth Ave  
Fullerton, CA 92832  
7147386827

**Estimated Web Delivery Time**  
60 minutes.

**Order Details:**

**Order Number: 57**

<u>Description</u>	<u>Qty</u>	<u>Price</u>
XL Regular Build Your Own	<u>1</u>	17.20
Pepperoni GF		2.05

Deliver at 6:15pm

Subtotal	19.25
Tax	1.54
Delivery Fee	2.00
Tip	3.85
Total	\$ 26.64



www.TopClassPizza.com  
1927 Malvern Ave  
Fullerton, CA 92833  
Phone: 714-871-7802

Ord #57

### Web Delivery

Emp1: 3/24/2016 4:02 PM

FULLERTON POLICE DEPARTMENT  
237 W COMMONWEALTH AVE  
FULLERTON 92832

LORELEI SANBORN  
714-738-6827

...: Dylan Placencia

\*\*\*\*\*  
ORDER NOTE

Deliver at 6:15pm

\*\*\*\*\*  
1 Regular Build Your Own 17  
Pepperoni GF 2

Subtotal	17
Tax	2
Delivery Fee	2
Total	21
Visa 6494 Payment	22.79
Tip	3.85
Addl Tip	—
Total	<u>26.64</u>

Itinerary confirmation - *Jet Blue*


[Download to calendar](#)

You're all set to jet!


Confirmation code: **EMSUIL**

Travelers

Mr. Danny E Hughes

Flight Ticket Number 2792149123426  
 LGB  PDX  
 Seat 20A  
 Checked bags included 0 bags

Mr. William J Rams

Flight Ticket Number 2792149123429  
 LGB  PDX  
 Seat 20B  
 Checked bags included 0 bags

Your flights

Long Beach, CA (LGB) Wed Apr 13 2016, 11:07 AM A320	Portland, OR (PDX) Wed Apr 13 2016, 1:27 PM	Flight 1522 JetBlue	Fare: Blue Nonstop
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Fare breakdown

Passenger Type	Base Fare per person	Taxes & fees per person	Total Fare per person	Number of travelers	Total Fare
Adult	\$40.93	\$17.17	\$58.10	x 2	\$116.20 USD

+ LGB - PDX: Blue details

Total fare: **\$116.20** USD

Extras

+ Seats

Total Extras: **\$0.00** USD

Charged to Visa ending in 6494 **\$116.20** USD

Information

**CARRY-ON BAGGAGE RULES:** JetBlue flights - Each customer may bring one bag that fits in the overhead bin plus one personal item (purse, briefcase, laptop, etc.) that fits under the seat in front free of charge. Any excess carry-on baggage will be checked baggage. Visit our [baggage page](#) and the [TSA website](#) for more information. Connecting on our partner airlines (including



Confirmation Code:

ZAPHLV

Travelers

Name: Danny Hughes  
E-Ticket: 0272110742833  
MP#: Not available  
Seats: 29F

Name: William Rams  
E-Ticket: 0272110742834  
MP#: Not available  
Seats: 29E

Flight

*Alaska* Alaska 498  
Coach (T) | Nonstop

Departs

Portland, OR (PDX)  
8:40 pm Thu, Apr 14

Arrives

Los Angeles, CA (LAX)  
10:57 pm Thu, Apr 14

Distance: 834 mi | Duration: 2h 17m

Flight Total for 2 passengers: \$196.20

The VISA ending with \*\*\*\*\*6494 has been charged a total of USD \$196.20.

Total per passenger	\$98.10
Fare	\$78.14
Base fare	\$78.14
Taxes and fees	\$19.96
US flight segment tax	\$4.00
US psgr. facility charge	\$4.50
US Sept. 11 security fee	\$5.60
US transportation tax	\$5.86

Each ticket and any booking or change fees will be a separate charge on your credit card statement.

For additional assistance with your reservation, call reservations at 1-800-ALASKAAIR (1-800-252-7522).