



North Kitsap School District
REQUEST FOR ACCEPTANCE OF GIFTS

Policy 6114F
 FINANCIAL MANAGEMENT, Gifts

*GAVE TO BOARD
 ON 5/3/2018*

Date: 04/12/18 Accepted by Hailey Warr School Receipt# _____

School/Department/Program Receiving gift: Playground fund

Budget Code to be credited: 0300-25-000-103-000-000 Business Office Receipt# 4-10-18

GF or ASB (Please circle)
 GF ASB

Nature of gift: Cash amount donated: \$ 3500.00 OR
 Description of gift & cash value: \$ _____ (determined by donor)

(Gifts for the purchase of supplies/equipment must include cost of installation by licensed contractor or agreement by the Maintenance Department to provide installation)

Description: PME remaining contribution to the Sugquamish Playground Fund - ck# 11769 (held to contributor from 3/17)

(The following information must be provided) Person/Organization Donating Gift –Please print

Name of Person Responsible: Robin Sigd
 Business/Organization: Port Madison Enterprises dba Port Madison Management
 Mailing Address: 15347 Sugquamish Way NE
 City Sugquamish State WA Zip Code 98392 Phone: (360) 598-8703

APPROVAL(S):

Principal/Program Manager Approval: [Signature] Date: 4/27/18
(Required for all donations)

Technology Approval _____ Date: _____
(Required for all donations of computers, printers and software to comply with District Standards)

Capital Projects Approval _____ Date: _____
(Required for all donations that require installation and/or maintenance of supplies/equipment on District property)

Facilities/Maintenance Approval _____ Date: _____
(Required for all donations that require installation and/or maintenance of supplies/equipment on District property)

Please note: Attach transmittal forms, backup material or letters from individuals/organizations donating gifts. We would also appreciate a copy of any thank you letter that was written by your building.

All donations given to the North Kitsap School District must have a donation form submitted to the business office. This includes all Booster or PTA/PTSA parent group donations.

INVOICE	DATE	VOUCHER	COMMENT	AMOUNT	DISCOUNT	NET AMOUNT
040318	4/3/2018	0000013659		3,500.00	0.00	3,500.00
TOTALS:				3,500.00	0.00	3,500.00

11769

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER AND ORIGINAL DOCUMENT SECURITY SCREEN ON BACK WITH PADLOCK SECURITY ICON.

PORT MADISON ENTERPRISES
dba PORT MADISON MANAGEMENT
 15347 SUQUAMISH WAY NE
 SUQUAMISH, WA 98392

BANK OF AMERICA
 OREGON
 24-7038/3230 OR

11769

CHECK DATE	CHECK NO.
4/3/2018	0000011769

PAY

Three thousand five hundred and xx / 100 Dollars

CHECK AMOUNT
*****3,500.00

TO
THE
ORDER
OF

Squamish Elementary School
 Attn: Gwen Lyon
 18950 Park Avenue NE
 Squamish, WA 98392
 USA

VOID AFTER 180 DAYS

Two Signatures Required over \$1,000.00

[Signature]
[Signature]
 Cheryl Lawrence

⑈011769⑈ ⑆323070380⑆ 485008264777⑈

SUQUAMISH ELEMENTARY SCHOOL
 18950 PARK AVE. NE
 SUQUAMISH, WA 98392

Receipt #: 218230 Clerk: Warr
 Manual #: Terminal: 1

4/12/2018 4:38 PM

NNN Suq Tribe
 NNN Suq Tribe
 Non Student, Squamish Tribe Grant

Qty	Item	Price
1	PME DONATION	3500.00
	PME DONATION: PLAYGR	

donation from PME specific playground

Subtotal	3500.00
Tax	0.00
Total	3500.00
Check	3500.00
11769	
Change Due	0.00