



PRESIDENT & CEO TRAVEL AND EXPENSE SUMMARY

The table below represents travel that has occurred for the past quarter or is known or planned to occur within the next couple of months.


DATES	PURPOSE	LOCATION	COSTS
11/15/2021	Shell (Gas-Crucial Conversations PD for Miami Staff)	Tallahassee	\$47.75
11/16/2021	Giardino Gourmet Salads (lunch for Crucial Conversations PD for Miami Staff)	Miami	\$161.58
11/17/2021	Hyatt Place (Hotel for Crucial Conversations Trainer) P. Kalifeh	Miami	\$230.00
11/17/2021	Hyatt Place (Hotel for Crucial Conversations Trainer) D. Bishop	Miami	\$230.00
11/18/2021	Sergio's Restaurant (Crucial Conversations meal for Trainer's) Tamela Denise Phyllis	Miami	\$191.84
11/18/2021	Avis Rental (Crucial Conversations PD for Miami Staff)	Tallahassee	\$139.00
11/18/2021	Gate (Gas-Crucial Conversations PD for Miami Staff)	Tallahassee	\$27.74
11/18/2021	Hyatt Place (Hotel for Crucial Conversations Trainer) P. Kalifeh	Orlando	\$103.55
11/18/2021	Hyatt Place (Hotel for Crucial Conversations Trainer) D. Bishop	Orlando	\$103.55
11/18/2021	Hyatt Place (Hotel for Crucial Conversations Trainer) T. Young	Orlando	\$103.55
11/18/2021	Shell (Gas-Crucial Conversations PD for Miami Staff)	Wildwood	\$54.22
11/27/21	ETOLL Avis (Crucial Conversations PD for Miami Staff)		\$63.15
12/02/2021	ETOLL Avis (Crucial Conversations PD for Miami Staff)		\$1.32
12/08/2021	Fan Executive Board & Contracts Dinner for Strategic Planning	Tallahassee	\$662.28
12/08/2022	LOWES/ AC vent covers	Tallahassee	\$382.68
12/10/2022	Amazon Holiday Gift Cards for Staff		\$3350.00
01/13/2022	Retirement Dinner for Kerri Cloud & Kate Nunez	Tallahassee	\$165.75
01/22/2022	Target-Supplies for Children's Week	Tallahassee	\$85.92

01/22/2022	Hobby Lobby-Supplies for Children's Week	Tallahassee	\$103.39
01/23/2022	WALMART- Supplies for Children's Week	Tallahassee	\$241.83
01/23/2022	WALMART- Supplies for Children's Week	Tallahassee	\$83.42
01/23/2022	Dollar Tree- Supplies for Children's Week	Tallahassee	\$25.00
01/24/2022	Alliance Travel Insurance-TEACH Annual Symposium	Noth Carolina	\$25.00
01/24/2022	American Airline- TEACH Annual Symposium	Noth Carolina	\$266.70
01/24/2022	American Airline- TEACH Annual Symposium	Noth Carolina	\$70.67
01/29/2022	Home2 Suites- TEACH Annual Symposium	Noth Carolina	\$120.70
02/01/2022	Parking-Children's Week	Tallahassee	\$7.00
02/03/2022	Michael's-Children's Week Supplies	Tallahassee	\$153.74

The expense summary of the CEO was provided to the Forum board of directors for their review. It represents expenses that are both reasonable and necessary for the performance of the CEO duties on behalf of the organization and is thereby approved.

April 1, 2022

Date


 Robert Buesing, Chair
 Children's Forum Board of Directors

Payee Capital One
 Vendor ID 6427

Account #:

5 21-00797
 1/3/2022

Invoice	Description	Discount	Amount
22-PO-28237	Annual Credit Card Fee	\$0.00	\$95.00
22-PO-28241	Executive Committee & Contractor dinner 12/8/2021	\$0.00	\$662.28
22-PO-28242	Toll Charges Travel Miami 11/15/21 - 11/18/21	\$0.00	\$1.32
22-PO-28240	Travel E-Tolls Miami 11/15/21 - 11/18/21	\$0.00	\$63.15
22-PO-28239	Travel Miami 11/15/21-11/18/21	\$0.00	\$920.23
22-PO-28238	Travel 11/18 - 11/18/2021	\$0.00	\$472.55
Total :		\$0.00	\$2,214.53

21-00797

****Two Thousand Two Hundred Fourteen and 53/100 Dollars

1/3/2022

\$2,214.53

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599

Payee Capital One
 Vendor ID 6427

Account #:

21-00797
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Invoice	Description	Discount	Amount
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22-PO-28239	Travel Miami 11/15/21-11/18/21	\$0.00	\$920.23
22-PO-28238	Travel 11/18 - 11/18/2021	\$0.00	\$472.55
Total :		\$0.00	\$2,214.53

Payment Information	
Payment Due Date Jan 03, 2022	For online and phone payments, the deadline is 8pm ET.
New Balance \$2,214.53	Minimum Payment Due \$22.00
<p>LATE PAYMENT WARNING: If we do not receive your minimum payment by your due date, you may have to pay a \$39.00 late fee and your APRs may be increased up to the Penalty APR of 29.40%.</p> <p>MINIMUM PAYMENT WARNING: Even if you make no more charges with this card, if you make only the minimum payment each month we estimate you will never pay off the balance shown on this statement because your payment will be less than the interest charged each month.</p> <p>If you make more than the minimum payment each period, you will pay less in interest and pay off your balance sooner. For example, if you instead paid \$79.00 per month, you would pay off the balance shown on this statement in around 3 years.</p> <p>If you would like information about credit counseling services, call 1-888-326-8055.</p>	

*Kcloud
1/6/22*

Account Summary	
Previous Balance	\$1,192.30
Payments	- \$1,192.30
Other Credits	\$0.00
Transactions	+ \$2,119.53
Cash Advances	+ \$0.00
Fees Charged	+ \$95.00
Interest Charged	+ \$0.00
New Balance	= \$2,214.53
Credit Limit	\$12,000.00
Available Credit (as of Dec 09, 2021)	\$9,785.47
Cash Advance Credit Limit	\$12,000.00
Available Credit for Cash Advances	\$9,785.47

Rewards Summary		Rewards as of: 12/07/2021	
Rewards Balance	\$190.03	Track and redeem your rewards with our mobile app or on capitalone.com	
Previous Balance	\$160.89	Earned This Period	\$29.14
		Redeemed this period	\$0.00

Account Notifications

i You are enrolled in AutoPay. You've selected to pay the New Balance shown on this statement, which will be debited from your bank account on your Scheduled Payment Date. If your payment is more than the current balance on your due date, we will only debit the current balance.

Pay or manage your account at capitalone.com

Customer Service: 1-800-867-0904

See reverse for Important Information



PHYLLIS K KALIFEH
 CHILDREN'S FORUM
 SUITE 200/FISCAL DEPARTMENT
 1211 GOVERNORS SQUARE BLVD
 TALLAHASSEE, FL 32301-2993



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Scan this QR Code with your phone's camera to download the top-rated Capital One Mobile app.

Payment Due Date: **Jan 03, 2022**

Account ending in 6095

New Balance	Minimum Payment Due	Amount Enclosed
\$2,214.53	\$22.00	\$ _____

Capital One
 P.O. Box 60599
 City of Industry CA 91716-0599


Please send us this portion of your statement and only one check (or one money order) payable to Capital One to ensure your payment is processed promptly. Allow at least seven business days for delivery.

Transactions

Visit capitalone.com to see detailed transactions.

PHYLLIS K KALIFEH #6095: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Dec 3	Dec 3	CAPITAL ONE AUTOPAY PYMTAuthDate 03-Dec	- \$1,192.30

PHYLLIS K KALIFEH #6095: Transactions

Trans Date	Post Date	Description	Amount
Nov 15	Nov 17	SHELL OIL 10047712012PORT SAINT LUFL	✓ \$47.75
Nov 16	Nov 17	GIARDINO SALADS APP BL305-265-0004FL	✓ \$161.58
Nov 17	Nov 19	HYATT PLACE MIAMI AIMIAMIFL	✓ \$230.00
Nov 17	Nov 19	HYATT PLACE MIAMI AIMIAMIFL	✓ \$230.00
Nov 18	Nov 19	TST* SERGIO S RESTAURANT305-552-9623FL	✓ \$191.84
Nov 18	Nov 19	AVIS RENT-A-CARTALLAHASSEEFL	✓ \$139.00
Nov 18	Nov 20	GATE 1194 Q80TALLAHASSEEFL	✓ \$27.74
Nov 18	Nov 20	HYATT PLACE ORLANDO UNIVORLANDOFL	✓ \$103.55
Nov 18	Nov 20	HYATT PLACE ORLANDO UNIVORLANDOFL	✓ \$103.55
Nov 18	Nov 20	HYATT PLACE ORLANDO UNIVORLANDOFL	✓ \$103.55
Nov 18	Nov 20	SHELL OIL 57543701809WILDWOODFL	✓ \$54.22
Nov 27	Nov 27	ETOLL AVIS U760789816800-482-0159FL	✓ \$63.15
Dec 2	Dec 3	ETOLL AVIS U760789816800-482-0159FL	✓ \$1.32
Dec 8	Dec 9	FOOD GLORIOUS FOODTALLAHASSEEFL	✓ \$662.28

PHYLLIS K KALIFEH #6095: Total Transactions **\$2,119.53**

Total Transactions for This Period **\$2,119.53**

Fees

Trans Date	Post Date	Description	Amount
Dec 9	Dec 9	CAPITAL ONE MEMBER FEE	\$95.00

Total Fees for This Period **\$95.00**

Interest Charged

Interest Charge on Purchases	\$0.00
Interest Charge on Cash Advances	\$0.00
Interest Charge on Other Balances	\$0.00
Total Interest for This Period	\$0.00

Totals Year-to-Date

Total Fees charged	\$95.00
Total Interest charged	\$0.00

Past Payments

Account Ending in ...6095

DATE	DESCRIPTION	CATEGORY	CARD	AMOUNT
Jan 03	AutoPay from Synovus Bank ...0301	Payment	Phyllis K. ...6095	-\$2,214.53
Dec 03	AutoPay from Synovus Bank ...0301	Payment	Phyllis K. ...6095	-\$1,192.30
Nov 03	AutoPay from Synovus Bank ...0301	Payment	Phyllis K. ...6095	-\$44.40
Oct 03	AutoPay from Synovus Bank ...0301	Payment	Phyllis K. ...6095	-\$448.33
Sep 03	AutoPay from Synovus Bank ...0301	Payment	Phyllis K. ...6095	-\$1,108.30
Aug 03	AutoPay from Synovus Bank ...0301	Payment	Phyllis K. ...6095	-\$3,980.83
Jul 03	AutoPay from Synovus Bank ...0301	Payment	Phyllis K. ...6095	-\$459.42
Jun 03	AutoPay from Synovus Bank ...0301	Payment	Phyllis K. ...6095	-\$1,759.74
May 03	AutoPay from Synovus Bank ...0301	Payment	Phyllis K. ...6095	-\$199.20
Apr 03	AutoPay from Synovus Bank ...0301	Payment	Phyllis K. ...6095	-\$230.00

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER
 22-PO-28237

Vendor Information Shipping Information

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
12/09/2021	01/07/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Annual Credit Card Fee

Qty	Unit Type	Qty Rec'd	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0		57400	N/A	Annual Credit Card Fee	95.00	0.000	95.00

Account Information	Percent	Amount
004 01 01 01 100 NA 100	0.0045	\$0.43
004 01 01 01 100 NA 400	0.0011	\$0.10
207 01 01 01 203 NA 600	0.0311	\$2.95
477 01 01 01 404 NA 104	0.0265	\$2.52
481 01 01 01 404 NA 104	0.0642	\$6.10
482 01 01 01 404 NA 104	0.0242	\$2.30
525 01 01 01 501 NA 500	0.0618	\$5.87
628 01 01 01 301 NA 600	0.1098	\$10.43
674 01 01 01 301 NA 600	0.0369	\$3.51
673 01 01 01 301 NA 600	0.079	\$7.51
864 01 01 01 801 NA 800	0.4674	\$44.40
125 02 01 02 501 NA 500	0	\$0.00
130 01 01 01 111 NA 111	0.0173	\$1.64
304 01 01 01 600 NA 600	0.0507	\$4.82
128 01 01 01 603 NA 600	0.015	\$1.43
129 01 01 01 600 NA 500	0.0105	\$1.00

Approval Information

Colleen Groot Dir of Finance 01/04/2022 9:02 AM
 Kerri Cloud Accounting 12/29/2021 11:21 AM
 Colleen Groot Requester 12/28/2021 11:30 AM

TOTAL \$95.00

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



Control No. 28166

Payment Information	
Payment Due Date Jan 03, 2022	For online and phone payments, the deadline is 8pm ET.
New Balance \$2,214.53	Minimum Payment Due \$22.00
<p>LATE PAYMENT WARNING: If we do not receive your minimum payment by your due date, you may have to pay a \$39.00 late fee and your APRs may be increased up to the Penalty APR of 29.40%.</p> <p>MINIMUM PAYMENT WARNING: Even if you make no more charges with this card, if you make only the minimum payment each month we estimate you will never pay off the balance shown on this statement because your payment will be less than the interest charged each month.</p> <p>If you make more than the minimum payment each period, you will pay less in interest and pay off your balance sooner. For example, if you instead paid \$79.00 per month, you would pay off the balance shown on this statement in around 3 years.</p> <p>If you would like information about credit counseling services, call 1-888-326-8055.</p>	

Account Summary	
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Fees Charged	+ \$95.00
Interest Charged	+ \$0.00
New Balance	= \$2,214.53
Credit Limit	\$12,000.00
Available Credit (as of Dec 09, 2021)	\$9,785.47
Cash Advance Credit Limit	\$12,000.00
Available Credit for Cash Advances	\$9,785.47

Rewards Summary		Rewards as of: 12/07/2021	
Rewards Balance	\$190.03	Track and redeem your rewards with our mobile app or on capitalone.com	
Previous Balance	Earned This Period	Redeemed this period	
\$160.89	\$29.14	\$0.00	

Account Notifications

i You are enrolled in AutoPay. You've selected to pay the New Balance shown on this statement, which will be debited from your bank account on your Scheduled Payment Date. If your payment is more than the current balance on your due date, we will only debit the current balance.


Pay or manage your account at capitalone.com

Customer Service: 1-800-867-0904

See reverse for Important Information



PHYLLIS K KALIFEH
 CHILDREN'S FORUM
 SUITE 200/FISCAL DEPARTMENT
 1211 GOVERNORS SQUARE BLVD
 TALLAHASSEE, FL 32301-2993

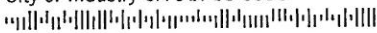


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Payment Due Date: **Jan 03, 2022** Account ending in 6095

New Balance	Minimum Payment Due	Amount Enclosed
\$2,214.53	\$22.00	\$ _____

Capital One
 P.O. Box 60599
 City of Industry CA 91716-0599


Please send us this portion of your statement and only one check (or one money order) payable to Capital One to ensure your payment is processed promptly. Allow at least seven business days for delivery.

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER

22-PO-28239

Vendor Information Shipping Information

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
12/01/2021	01/07/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Travel Miami 11/15/21-11/18/21

Unit Qty	Type	Qty Rec'd	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0		53000 004 01 01 01 100 NA 100	N/A	Travel Miami 11/15/21-11/18/21	353.42	0.000	353.42
1	EA	0		53000	N/A	Travel Miami 11/15/21-11/18/21	566.81	0.000	566.81

Account Information	Percent	Amount
004 01 01 01 100 NA 100	0.0045	\$2.55
004 01 01 01 100 NA 400	0.0011	\$0.62
207 01 01 01 203 NA 600	0.0311	\$17.63
477 01 01 01 404 NA 104	0.0265	\$15.02
481 01 01 01 404 NA 104	0.0642	\$36.39
482 01 01 01 404 NA 104	0.0242	\$13.72
525 01 01 01 501 NA 500	0.0618	\$35.03
628 01 01 01 301 NA 600	0.1098	\$62.24
674 01 01 01 301 NA 600	0.0369	\$20.92
673 01 01 01 301 NA 600	0.079	\$44.78
864 01 01 01 801 NA 800	0.4674	\$264.93
125 02 01 02 501 NA 500	0	\$0.00
130 01 01 01 111 NA 111	0.0173	\$9.81
304 01 01 01 600 NA 600	0.0507	\$28.74
128 01 01 01 603 NA 600	0.015	\$8.50
129 01 01 01 600 NA 500	0.0105	\$5.95



Control No. 28168

Unit Qty	Type	Received Qty	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
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Approved

Approval Information

Colleen Groot	Dir of Finance	01/04/2022 9:10 AM
Cathy Hall	Contracts Mgr	12/29/2021 11:58 AM
Colleen Groot	Requester	12/28/2021 11:43 AM

TOTAL	\$920.23
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This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



Control No. 28168

0539

28239

Children's Forum
2807 Remington Green Circle
Tallahassee, FL 32308

Purchase Order

Purchase Order Information				Vendor Information				
Acct. No. (if applicable)				Vendor ID	6427		For Fiscal Use	
Purchase Description	Credit Card Expenses			Credit Card Payments				
				Credit Card Name:	Phyllis Kalifeh - Capital One Visa		Last 4	6095
				Checks/EFTs				
Purchase/Service Date	11/15/21	to	11/18/21	Vendor Name	Capital One Credit Card			
Requestor's Name/Dept	Ghauf			Street Address				
Department Approval				City	State	Zip		
For purchases over \$2,500, select method of procurement				<input type="checkbox"/> 3 Quotes <input type="checkbox"/> Invitation to Bid <input type="checkbox"/> Request for Proposal <input type="checkbox"/> Invitation to Negotiate <input type="checkbox"/> Sole Source <input type="checkbox"/> Other: _____				

Purchase Information		
Distribution Code	Item(s) Description	Amount
Admin	Gasoline -- Shell Station	\$ 47.75 ✓
Admin	Gasoline -- Shell Station	\$ 54.22 ✓
Admin	Gasoline -- Gate Station	\$ 27.74 ✓
Admin	Hyatt Place -- Miami (T. Young)	\$ 230.00 ✓
Admin	Hyatt Place -- Orlando (T. Young)	\$ 103.55 ✓
Admin	Hyatt Place -- Orlando (D. Bishop)	\$ 103.55 ✓
2006	Lunch for Miami Team on Thursday	\$ 191.84 ✓
2006	Lunch for Miami Team on Wednesday	\$ 161.58 ✓
Total		920.23

Expense Coding Info	
GL Code	53000
Fund	
Audit	
FAS	
Function	
Program	
Activity	
Department	

Approvals	
Fiscal	<i>Chau</i>
CEO(>\$1,000)	<i>Ghauf</i>

STATE OF FLORIDA
 TRAVELER: PHYLLIS KALUFEH
 SOCIAL SECURITY NO. XXXX
 HEADQUARTERS TALLAHASSEE
 AGENCY Children's Forum
 RESIDENCE (CITY) TALLAHASSEE
 OF TRAVEL EXPENSES
 CHECK ONE: OFFICER/EMPLOYEE NONEMPLOYEE IND. CONTRACTOR OPS
 Distribution of Fund ADMIN %

DATE	Travel Performed From Point of Origin To Destination	Purpose or Reason (Name of Conference)	Hour of Departure And Hour of Return	Meals for Class A & B Travel	Per Diem or Actual Lodging Expenses	Class C Meals	Map Mileage Claimed	Vicinity Mileage Claimed	Other Expenses	
									Amount	Type
11/15/21	Tallahassee to Miami	Crucial Conversations Training	9:30 AM	\$ 30.00			11.5			
11/16/21	Miami	Crucial Conversations Training		\$ 25.00						
11/17/21	Miami	Crucial Conversations Training		\$ 25.00						
11/18/21	Miami to Tallahassee	Crucial Conversations Training	2:30 PM	\$ 60.00			11.5			
Statement of Benefits to the State - (Conference or Convention)				Column Total	Column Total	Column Total	23 Mi.	Column Total	Summary Total	
Revolving Fund:		ADVANCE:	\$ 140.00	\$ -	\$ -	\$ 10.23	\$ -	\$ 150.23		
Check No.		Warrant No.								
Check Date		Warrant Date								
Agency Voucher No.		Statewide Doc. No.								
		Agency Voucher No.								

Meetings, councils, site visits, monitoring, training, summits, conferences and all activities related to the Children's Forum, Inc. and its founders' mission to ensure access, affordability and quality of early learning services for all of FL's children and families and build support systems to promote positive experiences and outcomes for young children.
 Mission Critical Statement

I hereby certify or affirm and declare that this claim for reimbursement is true and correct in every material matter, that the travel expenses were actually incurred by me as necessary in the performance of official duties, that per diem claimed has been appropriately reduced by any meals or lodging included in the convention or conference registration fees claimed by me, and that this voucher conforms in every respect with the requirements of Section 112.061, Florida Statutes

TRAVELER'S SIGNATURE: *[Signature]*
 SUPERVISOR'S SIGNATURE:
 SUPERVISOR'S TITLE:
 SIGNATURE DATE:

SIGNATURE DATE: 11-19-21 TITLE: CEO
 FOR AGENCY USE

Date	Ticket Number or State Vehicle Number	From	To	Amount	Name of Common Carrier or State Agency Owning Vehicle
STATE OF FLORIDA PURCHASING CARD CHARGES					
THIS SECTION REQUIRED TO BE COMPLETED ONLY WHEN TRAVEL RELATED EXPENSES ARE PAID BY USING THE STATE OF FLORIDA PURCHASING CARD					
Merchant/Vendor					
11/15/2021	Shell Station		Gasoline		Amount of Charge
	Shell Station		Gasoline	\$ 47.75	
	Gale Station		Gasoline	\$ 54.22	
	Hyatt Place -- Miami (P. Kailien & T. Young)		Hotel	\$ 27.74	
	Hyatt Place -- Orlando (P. Kailien, T. Young, & D. Bishop)		Hotel	\$ 460.00	
	Gardinos		Lunch for Miami Team on Wednesday	\$ 310.65	
	Sergios		Lunch for Miami Team on Thursday	\$ 191.84	
				\$ 171.84	
				\$ -	
				\$ 1,264.04	
THIS SECTION REQUIRED TO BE COMPLETED ONLY WHEN NON-REIMBURSABLE ITEMS WERE PURCHASED USING THE STATE OF FLORIDA PURCHASING CARD					
Date	Merchant/Vendor	Description of Item Acquired			Amount of Charge
TOTAL (This amount must appear on the line "Less Non-Reimbursable Items Included on Purchasing Card" on the reverse side of this form.)					
					\$ -

GENERAL INSTRUCTIONS

Class A Travel -- Continuous travel of 24 hours or more away from official headquarters.
Class B Travel -- Continuous travel of less than 24 hours which involves overnight absence from official headquarters.
Class C Travel -- Travel for short or day trips where the traveler is not away from his official headquarters overnight.

NOTE: No allowance shall be made for meals when travel is confined to the city or town of official headquarters or immediate vicinity except assignments of official business outside the traveler's regular place of employment if travel expenses are approved and such special approval is noted on the travel voucher. Rate of Per Diem and Meals shall be those prescribed by Section 112.061, Florida Statutes.

Non-reimbursable items may not be charged on the State of Florida Purchasing Card. Inadvertent non-reimbursable charges are to be deducted from the travel reimbursement claimed on the reverse side of this form on the line "Less Non-Reimbursable Items Included on Purchasing Card" and the above "Non-reimbursable Items" section of "State of Florida Purchasing Card Charges" section above must be completed. Per diem shall be completed at one-fourth of authorized rate for each quarter or fraction thereof. Travel over a period of 24 hours or more will be calculated on the basis of 6-hour cycles, beginning at midnight, less than 24-hours travel will be calculated on the basis of 6-hour cycles, beginning at the hour of departure from official headquarters. Hour of departure and hour of return should be shown for all travel. When claiming per diem, the meal allowance columns should not be used. Claims for actual lodging at single occupancy rate plus meal allowances should be put in the "Per Diem or Actual Lodging Expenses" column and include the appropriate meal allowances in the "Meals for Class A & B Travel" column. Claims for meals allowance involving travel that did not require the traveler to be away from headquarters overnight should be included in the "Class C Meals" column. A copy of the ticket or invoice should be attached to this form. When travel is by common carrier and billed directly to the traveler, the amount and description should be included in the "Other Expenses" column. Viciously travel must appear in the separate column. When travel is by common carrier and billed directly to the traveler, the amount and Purchasing Card Charges" section above should be completed. The name of the common carrier should be inserted in the "Map Mileage Claimed" column on the reverse side of this form, and the rental car larger than a Class "B" car. If travel is performed by a State-owned vehicle, the word "State" should be inserted in the "Map Mileage Claimed" column on the reverse side of this form, and the travel expenses which may be reimbursed include: (a) reasonable taxi fare; (b) ferry fares and bridge, road, and tunnel tolls; (c) storage and parking fees; (d) telephone and teletype expenses; (e) convention or conference registration fee. If meals are included in the registration fee, per diem should be reduced accordingly. Receipts should be obtained when required. The official Department of Transportation map should be used in computing mileage from point of origin to destination whenever possible. When any State employee is stationed in any city or town for over 30 days continuous work days, such city or town shall be deemed to be his official headquarters and he shall not be allowed per diem or subsistence after the period of 30 continuous work days has elapsed, unless extended by the approval of the agency head. If travel is to a conference or convention, the "Statement of Benefits to the State" section must be completed or a copy of the Authorization to Incur Travel Expense, Form DFS-AA-13, must be attached. Additionally, a copy of a agenda and registration receipt must be attached. Any fraudulent claim for mileage, per diem or other travel expense is subject to prosecution as a misdemeanor.

GENERAL INSTRUCTIONS

Breakfast --- when travel begins before 6 a.m. and extends beyond 8 a.m.
Lunch ----- when travel begins before 12 Noon and extends beyond 2 p.m.
Dinner ----- when travel begins before 6 p.m. and extends beyond 8 p.m. or when travel occurs during night-time hours due to special assignment.

State of Florida
 Authorization to Incur Travel Expenses

Name: Phyllis Kalifeh

Official Headquarters: Children's Forum

Date: 11/1/21

Department: Administration

Division:

Distribution or Fund:

100%

%

Purpose of Trip: Provide training to Miami team on Crucial Conversations

Destination: ~~Long Beach~~ CA Miami, FL

Conference or convention travel: Explanation of benefits accruing to the State of Florida

Meetings, councils, site visits, monitoring, training, summits, conferences and all activities related to the Children's Forum, Inc. and its funders' mission to ensure access, affordability and quality of early learning services for all of FL's children and families and build support systems to promote positive experiences and outcomes for young children.

Total Estimated Meals & Per Diem:

\$ 120.00

Registration Fee:

\$ 280.00

Transportation:

Hotel

Hotel Name

Confirm

Rate

Nights

Cost

Flights

Airline

Departing Flight

Time

Returning Flight

Time

Cost

239

4

\$ 350.00

TOTAL ESTIMATED COST FOR TRIP

\$ 670.00

Comments:

I hereby certify that travel as shown above is to be incurred in connection with official business of the State

Signed:



Approved by Supervisor:

Date

11-1-21

Approved Agency Head

Date



Tamela Young

From: Phyllis Kalifeh <pkkalifeh@me.com>
Sent: Thursday, November 18, 2021 1:43 PM
To: Tamela Young
Subject: Gas receipts

[pkkalifeh@me.com appears similar to someone who previously sent you email, but may not be that person. Learn why this could be a risk at <http://aka.ms/LearnAboutSenderIdentification>.]

If you wouldn't mind, would you print out these receipts? Thanks.



Welcome to GATE
Store # 1194
208 N Magnolia Dr
Tallahassee FL
32301
850-309-0412

Receipt #33345
11/18/2021
13:38

Pump	Gallons	Price
07	8.258	\$ 3.359
Product: Regular		
TOTAL FUEL		\$ 27.74

SALE - Card Swiped
TOTAL SALE \$ 27.74

Visa Acct#
*****6095

Refer #101347650
Batch #1235

Sequence #432859
Approval #09727G

SALE
Visa

Card Num : (C)
XXXXXXXXXXXX6095

Chip Read

USD\$ 27.74

4341504954414C2

Thank you for
choosing GATE!



Sent from my iPhone

gh

RENTAL AGREEMENT NUMBER 750799016

RECEIPT

YOUR INFORMATION

Customer Name : KALIPH, PHYLLIS
Customer status : PREFERRED
Wizard Number : XXX048
Avis Worldwide Disc : STATE OF FLORIDA DEPT MOMI BK
Methods Of Payment : VISA XXX005

YOUR VEHICLE INFORMATION

Avis Car Number : 9 3 3 9 5 6 4 3
Plate Number : FL DP664
Veh Grp Charged : Mini-Van
Veh Grp Rented : Mini-Van
Veh Description : SLK CHRYSLER PACIFIC VAN
Total Driven : 997 MIs Odometer In: 45717 MIs
Fuel Reading: Out 0.0 Gal | In 0.0 Gal

YOUR RENTAL

Pickup Date/Time : NOV 15, 2021 09:06 AM
Pickup Location : 1414 SOUTH MONROE STREET
TALLAHASSEE, FL, 32301, US

Return Date/Time : NOV 18, 2021 02:04 PM
Return Location : 1414 SOUTH MONROE STREET
TALLAHASSEE, FL, 32301, US

YOUR VEHICLE CHARGES:

MIN 1 DAY MAX 300 DAY

RATE CHART		TIME AND MILEAGE	
Mis :	Unlimited		
HRLY :	11.50		
DAILY :	34.75	ANY@	34.75= 139.00
WKLY :	200.50		
MONTHLY :	729.75		
TAXABLE FEES			
Subtotal Charges:			139.00
NON TAXABLE ITEMS			
Your Total Charges Paid:			139.00
Prepayment :			.00
NET CHARGES:		USD	139.00
Your Total Due:			0.00
Fuel services:	1910/Mi	3.620/Gal	

YOUR OPTIONAL PRODUCTS/SERVICES

-----NOTICES-----AVIS-----NOTICES-----AVIS-----NOTICES-----AVIS-----NOTICES

I agree to the rental charges above. I acknowledge additional charges could be added based on tolls, tickets, fines administrative charges and other fees which may be applicable. X_____

Thank you for renting with Avis.

If you have questions regarding this rental, call us at 850-282-3744

This vehicle was rented to you by MIKE

(This vehicle was checked in for you by MIKE



**HYATT
PLACE™**

**Hyatt Place Miami
Airport-West/Doral**
3655 NW 82nd Avenue
Miami, FL 33166
Tel: 305-718-8292
Fax: 305-718-8295
miamiairportwest.place.hyatt.com

INVOICE

MS Phyllis Kalifeh
1211 Governors Square Blvd Ste
Tallahassee FL 32301
United States

Room No. 0102
Arrival 11-15-21
Departure 11-17-21
Folio Window 1
Folio No. 143807

Confirmation No. 30751755

Group Name

Date	Description		Charges	Credits
11-15-21	State Sales Tax Exempt	Tax Exempt	-8.05	
11-15-21	County Occupancy Tax Exempt	Tax Exempt	-6.90	
11-15-21	Accommodation		115.00	
11-15-21	State Sales Tax		8.05	
11-15-21	County Occupancy Tax		6.90	
11-16-21	Accommodation		115.00	
11-16-21	State Sales Tax		8.05	
11-16-21	County Occupancy Tax		6.90	
11-17-21	State Sales Tax Exempt		-8.05	
11-17-21	County Occupancy Tax Exempt		-6.90	
11-17-21	Visa	XXXXXXXXXXXX6095 XX/XX		230.00
Total			230.00	230.00

Guest Signature

Balance

0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

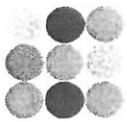
World of Hyatt Summary

Membership: XXXXXX309U
Bonus Codes:
Qualifying Nights: 2
Eligible Spend: 230.00
Redemption Eligible: 0.00

Thank you for choosing Hyatt Place Miami Airport-West/Doral. Our goal is to provide every guest with an exceptional stay and we are interested in any comments regarding your visit.

Please remit payment to:
Hyatt Place Miami Airport-West/Doral
3655 NW 82nd Avenue
Miami, FL 33166

Summary Invoice, please see front desk for eligibility details.



**HYATT
PLACE™**

Hyatt Place Orlando Universal
5976 Caravan Court
Orlando, FL 32819
Tel: 407-351-0627
Fax: 407-351-3317
orlandouniversal.place.hyatt.com

INVOICE

MS Phyllis Kalifeh
1211 Governors Square Blvd Ste
Tallahassee FL 32301
United States

Confirmation No. 15620315
Group Name

Room No. 0411
Arrival 11-17-21
Departure 11-18-21
Folio Window 1
Folio No. 163828

Date	Description	Charges	Credits
11-17-21	Guest Room	103.55	
11-17-21	State Occupancy Tax	6.73	
11-17-21	County Occupancy Tax	6.21	
11-17-21	County Occupancy Tax Exempt	-6.21	
11-17-21	State Occupancy Tax Exempt	-6.73	
11-18-21	Visa XXXXXXXXXXXXXXX6095 XX/XX		103.55

Total 103.55 103.55

Guest Signature

Balance 0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

World of Hyatt Summary

Membership: XXXXXX309U
Bonus Codes:
Qualifying Nights: 1
Eligible Spend: 103.55
Redemption Eligible: 0.00

Thank you for choosing Hyatt Place Orlando/Universal. Our goal is to provide every guest with an exceptional stay and we are interested in any comments regarding your visit.

Please remit payment to:
Hyatt Place Orlando/Universal
5976 Caravan Court
Orlando, FL 32819

Summary Invoice, please see front desk for eligibility details.

**Children's Forum
Crucial Conversations
In Person Training Plan**

November 16-17, 2021

9:00 AM – 4:00 PM with working lunch

Trainers: Denise Bishop, Phyllis Kalifeh, Tamela Young

	Date	Topic	Trainer	Time	Pages
DAY 1	11/16/21	Lesson 1: Get Unstuck	Tamela	90 min	P. 1-25
	9:00 AM – 12:15 PM	Lesson 2: Master My Stories	Phyllis	30 min	P 27-38
		Lesson 3: Master My Stories II	Tamela	75 min	P. 39-59
	12:15 – 1:00	LUNCH			
	1:00 PM – 3:45 PM	Lesson 4: Start With Heart	Denise	60 min	P. 61-77
Lesson 5: State My Path		Phyllis	105 min	P. 79-107	
		DAY 1 TOTAL		360 min (6 hrs)	
DAY 2	11/17/21	Lesson 6: Make It Safe	Denise	90 min	P. 109-131
	9:00 AM – 12:45 PM	Lesson 7: Learn To Look	Tamela	45 min	P. 133-147
		Lesson 8: Seek Mutual Purpose	Denise	90 min	P. 149-177
	12:45 – 1:30	LUNCH			
	1:30 PM – 3:45 PM	Lesson 9: Explore Other Paths	Phyllis	105 min	P. 179-199
Lesson 10: Move To Action		Tamela	30 min	P. 201-208	
		DAY 2 TOTAL		360 min (6 hrs)	
		TOTAL		720 min / 12 hours	

TOTAL TRAINING TIME PER TRAINER:

Trainer	Day 1	Day 2	Total Training Time
Denise	60	180	240
Phyllis	135	105	240
Tamela	165	75	240

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER
 22-PO-28240

Vendor Information Shipping Information

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
12/01/2021	01/07/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Travel E-Tolls Miami 11/15/21 - 11/18/21

Unit Qty	Type	Qty Rec'd	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0		53000	N/A	Travel E-Tolls Miami 11/15/21 - 11/18/21	63.15	0.000	63.15

Account Information	Percent	Amount
004 01 01 01 100 NA 100	0.0003	\$0.02
004 01 01 01 100 NA 400	0.0001	\$0.01
004 02 01 02 100 NA 400	0.0051	\$0.32
207 01 01 01 203 NA 600	0.0025	\$0.16
207 02 01 02 203 NA 600	0.0287	\$1.81
477 01 01 01 404 NA 104	0.0021	\$0.13
477 02 01 02 404 NA 104	0.0244	\$1.54
481 01 01 01 404 NA 104	0.0051	\$0.32
481 02 01 02 404 NA 104	0.0591	\$3.73
482 01 01 01 404 NA 104	0.0019	\$0.12
482 02 01 02 404 NA 104	0.0223	\$1.41
525 01 01 01 501 NA 500	0.0049	\$0.31
525 02 01 02 501 NA 500	0.0666	\$4.21
628 01 01 01 301 NA 600	0.0087	\$0.55
628 02 01 02 301 NA 600	0.1011	\$6.38
674 01 01 01 301 NA 600	0.0029	\$0.18
674 02 01 02 301 NA 600	0.0339	\$2.14
673 01 01 01 301 NA 600	0.0063	\$0.40
673 02 01 02 301 NA 600	0.0727	\$4.59
864 01 01 01 801 NA 800	0.0883	\$5.58
864 02 01 02 801 NA 800	0.3791	\$23.94
125 01 01 01 501 NA 500	0	\$0.00
125 02 01 02 501 NA 500	0	\$0.00
304 01 01 01 100 NA 400	0.004	\$0.25
304 02 01 02 100 NA 400	0.0467	\$2.95
130 01 01 01 111 NA 111	0.0014	\$0.09
130 02 01 02 111 NA 111	0.0159	\$1.00
128 01 01 01 603 NA 600	0.0151	\$0.95
129 01 01 01 600 NA 500	0.0008	\$0.05



Unit Qty	Type	Received Qty Rec'd	Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
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Approved

Approval Information

Colleen Groot	Dir of Finance	01/04/2022 9:04 AM
Cathy Hall	Contracts Mgr	12/29/2021 11:58 AM
Colleen Groot	Requester	12/28/2021 11:46 AM

TOTAL	\$63.15
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This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



Control No. 28169

28240

Children's Forum
 1211 Governors Square Blvd
 Suite 200
 Tallahassee, FL 32309

PURCHASE ORDER

Purchase Order Information				Vendor Information					
Acct. No. (if applicable)				Vendor ID			For Fiscal Use		
Purchase Description	E-Tolls			Credit Card Payments					
				Credit Card Name:	Capital One-Kalifeh	Last 4	6095		
				Check(s)/Electronic Payments					
				Vendor Name	Avis E-Toll				
			Street Address						
Purchase/Service Date	11/15/21	to	11/18/21	City	San Juan	Puerto Rico	Zip 918		
Requestor's Name/Dept	Phyllis Kalifeh			Phone					
Supervisor Approval				Invoice #	Paid				

For purchases over \$2,500, select method of procurement

- 3 Quotes
- Invitation to Bid
- Request for Proposal
- Invitation to Negotiate
- Sole Source
- Other: _____

Purchase Information		
Distribution Code	Description	Amount
2006 2014	Crucial Conversations Training for Miami Staff	\$63.15
Total		\$63.15

Expense Coding Info	
GL Code	53000
Fund	
Audit	
FAS	
Function	
Program	
Activity	
Department	

Approvals	
Fiscal	<i>KCloud 1/6/22</i>
CEO(>\$1,000)	



e-Toll Receipt

Below is a summarized receipt of toll activity from your recent rental.

Your Information

Customer Name : PHYLLIS KALIFEH

Your Card Information

CC Type : VISA CARD
CC Number : *****6095

Your Payment Information

Statement ID : T83998466
Total Toll Amount : \$48.30
eToll Convenience Fee : \$14.85
\$4.95 per usage day, max \$24.75 per rental month
Total Charges : \$63.15

Your Rental Information

Rental Agency : Avis
Contract/Rental Agreement Number : U760789816
Pick up Date and Time : 11/15/2021 9:06:00 AM (TALLAHASSEE, FL)
Return Date and Time : 11/18/2021 2:04:00 PM (TALLAHASSEE, FL)

Tolling Summary

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER
 22-PO-28241

Vendor Information Shipping Information

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
12/08/2021	01/07/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Executive Committee & Contractor dinner 12/8/2021

Qty	Unit Type	Qty Rec'd	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0		57500 128 02 01 02 603 NA 600	N/A	Executive Committee & Contractor dinner 12/8/2021	662.28	0.000	662.28

Approved

Approval Information

Colleen Groot	Dir of Finance	01/04/2022 9:03 AM
Kerri Cloud	Accounting	12/29/2021 11:22 AM
Colleen Groot	Requester	12/28/2021 11:51 AM

TOTAL \$662.28

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.


Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



28241

**Children's Forum
2807 Remington Green Circle
Tallahassee, FL 32308**

Purchase Order

Purchase Order Information				Vendor Information		
Acct. No. (if applicable)				Vendor ID		For fiscal Use
Purchase Description	Food Glorious Food			Vendor Name	Capital One Visa	
Purchase/Service Date	12/8/21	To	12/8/21	Street Address		
Requestor's Name/Dept	Phyllis Kalifeh			City		
Department Approval				Phone		
				Invoice #		
				Terms (Due)		

Purchase Information		
Distribution Code	Item Description	Amount
FAN Supplies 2128	Dinner for Executive Committee and Contractors for Strategic Planning Meeting	662.28
	<i>Requested and approved by Larry Pintacuda, Acting Executive Director</i>	

Total \$ 662.28

Expense Coding Info	
GL Code	57500
Fund	
Audit	
FAS	
Function	
Program	
Activity	
Department	

Approvals	
Fiscal Dept.	<i>R Cloud 10/29/21</i>
CEO(+ \$1,000)	_____

<-REPRINTED->

EMVUS \$552.28

Food: \$323.25
 Beverage: \$7.50
 Liquor: \$183.00

110.00
 TOTAL: \$552.28

Net Total: \$513.75
 FST \$38.53

1 SUB HAI
 1 PAN FRIED GROUPER
 1 PAN FRIED GROUPER
 1 PAN FRIED GROUPER
 1 SNAPPER
 1 BANGERS & MASH
 1 PAN FRIED GROUPER
 3 CARROT CAKE
 1 ALMOND JOY TART
 BREADPUDDING
 BREADPUDDING
 COBBLER
 HUDSON VALLEY APPLE \$8.00

Amount \$552.28
 Gratuity 110.00
 TOTAL: 662.28

Food Glorious Food
 1950 Thomasville Rd
 Tallahassee FL 32303
 RIEF: 278719
 Payment Approved
 VISA
 Table Number 116
 Server: Ryan F Trans Date: 12/8/2021 9



FAN
 Executive Board
 and Contractors
 Dinner
 for Strategic Planning



Food Glorious Food
 1950 Thomasville Rd
 Tallahassee FL 32303
 REF: 278719
 Payment Approved
 VISA
 Table Number 116
 Server: Ryan F Trans Date: 12/8/2021 9

*FAN
 Executive
 Board
 and
 Contractors
 Dinner
 for
 Strategic
 Planning*

Amount \$552.28
 Gratuity 110.00
 TOTAL: 662.28

- 1 SUB FGI
- 1 PAN FRIED GROUPER
- 1 PAN FRIED GROUPER
- 1 SNAPPER
- 1 BANGERS & MASH
- 1 PAN FRIED GROUPER
- 3 CARROT CAKE
- 1 ALMOND JOY TART
- BREADPUDDING
- BREADPUDDING
- COBBLER
- HUDSON VALLEY APPLE

Net Total: \$513.76
 FST \$38.53

TOTAL: \$552.28
 Food: \$323.25
 Beverage: \$7.50
 Liquor: \$183.00

EMVUS \$552.28

<-REPRINTED->

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER
 22-PO-28242

Vendor Information Shipping Information

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
12/01/2021	01/07/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Toll Charges Travel Miami 11/15/21 - 11/18/21

Qty	Unit Type	Received Rec'd Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0	53000	N/A	Toll Charges Travel Miami 11/15/21 - 11/18/21	1.32	0.000	1.32

Account Information	Percent	Amount
004 01 01 01 100 NA 100	0.0003	\$0.00
004 01 01 01 100 NA 400	0.0001	\$0.00
004 02 01 02 100 NA 400	0.0051	\$0.01
207 01 01 01 203 NA 600	0.0025	\$0.00
207 02 01 02 203 NA 600	0.0287	\$0.04
477 01 01 01 404 NA 104	0.0021	\$0.00
477 02 01 02 404 NA 104	0.0244	\$0.03
481 01 01 01 404 NA 104	0.0051	\$0.01
481 02 01 02 404 NA 104	0.0591	\$0.08
482 01 01 01 404 NA 104	0.0019	\$0.00
482 02 01 02 404 NA 104	0.0223	\$0.03
525 01 01 01 501 NA 500	0.0049	\$0.01
525 02 01 02 501 NA 500	0.0666	\$0.09
628 01 01 01 301 NA 600	0.0087	\$0.01
628 02 01 02 301 NA 600	0.1011	\$0.13
674 01 01 01 301 NA 600	0.0029	\$0.00
674 02 01 02 301 NA 600	0.0339	\$0.04
673 01 01 01 301 NA 600	0.0063	\$0.01
673 02 01 02 301 NA 600	0.0727	\$0.10
864 01 01 01 801 NA 800	0.0883	\$0.12
864 02 01 02 801 NA 800	0.3791	\$0.50
125 01 01 01 501 NA 500	0	\$0.00
125 02 01 02 501 NA 500	0	\$0.00
304 01 01 01 100 NA 400	0.004	\$0.01
304 02 01 02 100 NA 400	0.0467	\$0.06
130 01 01 01 111 NA 111	0.0014	\$0.00
130 02 01 02 111 NA 111	0.0159	\$0.02
128 01 01 01 603 NA 600	0.0151	\$0.02
129 01 01 01 600 NA 500	0.0008	\$0.00



Unit Qty	Type	Received Qty	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
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Approved

Approval Information

Colleen Groot	Dir of Finance	01/04/2022 9:03 AM
Cathy Hall	Contracts Mgr	12/29/2021 11:59 AM
Colleen Groot	Requester	12/28/2021 11:53 AM

TOTAL	\$1.32
--------------	---------------

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

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Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



Control No. 28171

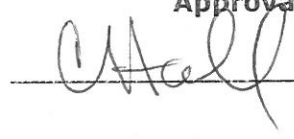
**Children's Forum
1211 Governors Square Blvd
Suite 200
Tallahassee, FL 32309**

PURCHASE ORDER

Purchase Order Information				Vendor Information					
Acct. No. (if applicable)				Vendor ID			For Fiscal Use		
Purchase Description	Tolls			Credit Card Payments					
				Credit Card Name:	Capital One Kalifeh	Last 4	6905		
				Check(s)/Electronic Payments					
Purchase/Service Date	11/15/21	to	11/18/21	Vendor Name	Amazon				
Requestor's Name/Dept	Phyllis Kalifeh			Street Address					
Supervisor Approval				City	Tali	FL	Zip		
For purchases over \$2,500, select method of procurement				Invoice #	Paid				
				<input type="checkbox"/> 3 Quotes <input type="checkbox"/> Invitation to Bid <input type="checkbox"/> Request for Proposal <input type="checkbox"/> Invitation to Negotiate <input type="checkbox"/> Sole Source <input type="checkbox"/> Other: _____					

Purchase Information		
Distribution Code		Amount
2008 2044	Crucial Conversations Professional Development Training Miami Staff	\$1.32
Total		\$1.32

Expense Coding Info	
GL Code	53000
Fund	
Audit	
FAS	
Function	
Program	
Activity	
Department	

Approvals	
Fiscal	
CEO(>\$1,000)	



e-Toll Receipt

Below is a summarized receipt of toll activity from your recent rental.

Your Information

Customer Name : PHYLLIS KALIFEH

Your Card Information

CC Type : VISA CARD

CC Number : *****6095

Your Payment Information

Statement ID : T84118933

Total Toll Amount : \$1.32

eToll Convenience Fee : \$0.0

\$4.95 per usage day, max \$24.75 per rental month

Total Charges : \$1.32

Your Rental Information

Rental Agency : Avis

Contract/Rental Agreement Number : U760789816

Pick up Date and Time : 11/15/2021 9:06:00 AM (TALLAHASSEE, FL)

Return Date and Time : 11/18/2021 2:04:00 PM (TALLAHASSEE, FL)

Tolling Summary

Toll Date Time	Transportation Agent	Entry Plaza	Exit Plaza	Vehicle Class	Toll Fee
11/17/2021 3:39:49 PM	Dolphin (SR836 Westbound)	--	SR836 West (at 97th Ave)	2	\$1.32

Please note, there may be a delay on tolls being posted to your receipt due to a delay of the Transportation Agencies consolidated and posting tolls in a timely manner. In the event additional tolls are forwarded to us, we will process them and forward an additional e-receipt to you as soon as possible.

If you have any questions regarding toll activity that is listed on the receipt please contact us at 1-800-482-0159

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER
22-PO-28238

Vendor Information **Shipping Information**

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
12/01/2021	01/07/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Travel 11/18 - 11/18/2021

Unit Qty	Type	Received Qty	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0		53000 628 02 01 02 301 NA 600	N/A	Travel 11/18 - 11/18/2021	472.55	0.000	472.55

Approved

Approval Information

Colleen Groot	Dir of Finance	01/04/2022 9:11 AM
Cathy Hall	Contracts Mgr	12/29/2021 11:57 AM
Colleen Groot	Requester	12/29/2021 11:28 AM
Colleen Groot	Requester	12/28/2021 11:39 AM

TOTAL \$472.55

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



Control No. 28167

28238

Children's Forum
2807 Remington Green Circle
Tallahassee, FL 32308

Purchase Order

Purchase Order Information				Vendor Information			
Acct. No. (if applicable)				Vendor ID	6427		For Fiscal Use
Purchase Description		Credit Card Expenses		Credit Card Payments			
				Credit Card Name:	Phyllis Kalifeh - Capital One Visa	Last 4	6095
				Checks/EFTs			
				Vendor Name	Capital One Credit Card		
				Street Address			
Purchase/Service Date	11/15/21	to	11/18/21	City		State	Zip
Requestor's Name/Dept	Ghauff			Phone			
Department Approval				Invoice #			

For purchases over \$2,500, select method of procurement

3 Quotes Invitation to Bid Request for Proposal
 Invitation to Negotiate Sole Source Other: _____

Purchase Information		
Distribution Code	Item(s) Description	Amount
2628 Admin 2628	AVIS	\$139.00 ✓
		\$
		\$
2628 Admin 2628	Hyatt Place -- Miami (P. Kalifeh)	\$ 230.00 ✓
		\$
2628 Admin 2628	Hyatt Place -- Orlando (P. Kalifeh)	\$ 103.55 ✓
		\$
		\$
		\$
		\$
		\$
		\$

Total 472.55

Expense Coding Info	
GL Code	53000
Fund	628
Audit	
FAS	
Function	
Program	
Activity	
Department	

Approvals	
Fiscal	<i>Maal</i>
CEO(>\$1,000)	<i>Ghauff</i>


STATE OF FLORIDA TRAVELER: PHYLLIS KALIFEH
 VOUCHER FOR REIMBURSEMENT SOCIAL SECURITY NO. xxxxx
 OF TRAVEL EXPENSES CHECK ONE: OFFICER/EMPLOYEE NONEMPLOYEE IND. CONTRACTOR OPS
 AGENCY: Children's Forum HEADQUARTERS: TALLAHASSEE
 RESIDENCE (CITY): TALLAHASSEE
 Distribution or Fund: ADMIN %

DATE	Travel Performed From Point of Origin To Destination	Purpose or Reason (Name of Conference)	Hour of Departure And Hour of Return	Meals for Class A & B Travel	Per Diem or Actual Lodging Expenses	Class C Meals	Map Mileage Claimed	Venue Mileage Claimed	Amount	Other Expenses	Type
11/15/21	Tallahassee to Miami	Crucial Conversations Training	9:30 AM	\$ 30.00			11.5				
11/16/21	Miami	Crucial Conversations Training		\$ 25.00							
11/17/21	Miami	Crucial Conversations Training		\$ 25.00							
11/18/21	Miami to Tallahassee	Crucial Conversations Training	2:30 PM	\$ 60.00			11.5				
Statement of Benefits to the State: (Conference or Convention)											
Column	Column	Column	Column	Column	Column	Column	Column	Column	Column	Column	Summary
Total	Total	Total	Total	Total	Total	Total	44.5	44.5			Total

Meetings, councils, site visits, monitoring, training, summits, conferences and all activities related to the Children's Forum, Inc. and its funders' mission to ensure access, affordability and quality of early learning services for all of FL's children and families and build support systems to promote positive experiences and outcomes for young children
 Mission Critical Statement:

Revolving Fund	Advance:	\$ 140.00	\$ -	\$ -	\$ 10.23	\$ -	\$ -	\$ -	\$ 150.23
Check No.	Warrant No.	LESS RENT V. DRIVE	LESS TRAVEL ADVANCE						
Check Date	Warrant Date	LESS NON-REIMBURSABLE ITEMS INCLUDED ON PURCHASING CARD							
Agency Voucher No.	Statewide Doc. No.	NET AMOUNT DUE TRAVELER							\$ 150.23
	Agency Voucher No.	NET AMOUNT DUE THE STATE							

I hereby certify or affirm and declare that this claim for reimbursement is true and correct in every material matter, that the travel expenses were actually incurred by me as necessary in the performance of official duties, that per diem claimed has been appropriately reduced by any meals or lodging included in the convention or conference, and that this voucher conforms in every respect with the requirements of Section 112.061, Florida Statutes.

TRAVELER'S SIGNATURE: 
 SUPERVISOR'S SIGNATURE:
 SIGNATURE DATE: 11-19-21 TITLE: CEO

TRAVEL PERFORMED BY COMMON CARRIER OR STATE VEHICLE
(1 page)
THIS SECTION REQUIRED TO BE COMPLETED ONLY WHEN COMMON CARRIER IS BILLED DIRECTLY TO THE STATE AGENCY

Date	Ticket Number or State Vehicle Number	From	To	Amount	Name of Common Carrier or State Agency Owning Vehicle

STATE OF FLORIDA PURCHASING CARD CHARGES
THIS SECTION REQUIRED TO BE COMPLETED ONLY WHEN TRAVEL RELATED EXPENSES ARE PAID BY USING THE STATE OF FLORIDA PURCHASING CARD

Date	Merchant/Vendor	Description of Item Acquired	Amount of Charge
11/15/2021	Shell Station	Gasoline	\$ 47.75
	Shell Station	Gasoline	\$ 54.22
	Gate Station	Gasoline	\$ 27.74
	Hyratt Place -- Miami (P. Kallieh & T. Young)	Hotel	\$ 460.00
	Hyratt Place -- Orlando (P. Kallieh, T. Young, & D. Bishop)	Hotel	\$ 310.65
	Giardinso	Lunch for Miami Team on Wednesday	\$ 191.84
	Sergios	Lunch for Miami Team on Thursday	\$ 171.84
			\$ -
			\$ -
			\$ -
THIS SECTION REQUIRED TO BE COMPLETED ONLY WHEN NON-REIMBURSEABLE ITEMS WERE PURCHASED USING THE STATE OF FLORIDA PURCHASING CARD			
Date	Merchant/Vendor	Description of Item Acquired	Amount of Charge
Total (This amount must appear on the line "Less Non-Reimbursable Items Included on Purchasing Card" on the reverse side of this form.)			\$ 1,264.04

GENERAL INSTRUCTIONS

Class A travel -- Continuous travel of 24 hours or more away from official headquarters.
 Class B travel -- Continuous travel of less than 24 hours which involves overnight absence from official headquarters.
 Class C travel -- Travel for short or day trips where the traveler is not away from his official headquarters overnight.

NOTE: No allowance shall be made for meals when travel is confined to the city or town of official headquarters or immediate vicinity except assignments of official business outside the traveler's regular place of employment if travel expenses are approved and such special approval is noted on the travel voucher. Rate of Per Diem and Meals shall be those prescribed by Section 112.051, Florida Statutes.

Non-reimbursable items may not be charged on the State of Florida Purchasing Card. Inadvertent non-reimbursable charges are to be deducted from the travel reimbursement claimed on the reverse side of this form on the line "Less Non-Reimbursable Items Included on Purchasing Card" and the above "Non-reimbursable Items" section of "State of Florida Purchasing Card Charges" section above must be completed. Per diem shall be completed at one-fourth of authorized rate for each quarter or fraction thereof. Travel over a period of 24 hours or more will be calculated on the basis of 6-hour cycles. Beginning at midnight, less than 24-hour travel will be calculated on the basis of 6-hour cycles, beginning at the hour of departure from official headquarters. Hour of departure and hour of return should be shown for all travel. When claiming per diem, the meal allowance columns should not be used. Claims for actual lodging at single occupancy rate plus meal allowances should be put in the "Per Diem or Actual Lodging Expenses" column and include the appropriate meal allowances in the "Meals for Class A & B Travel" column. Claims for meals allowance involving travel that did not require the traveler to be away from headquarters overnight should be included in the "Class C Meals" column. Vehicle travel must appear in the separate column. When travel is by common carrier and billed directly to the State agency, then the "Travel Performed by Common Carrier or State Vehicle" section above should be completed. If travel is by common carrier and billed directly to the State agency, then the "Travel Performed by Common Carrier or State Vehicle" section above should be completed. If lodging is paid by the use of the State of Florida Purchasing Card, then the words "Purchasing Card" should be inserted in the "Per Diem or Actual Lodging Expenses" column on the reverse side of this form, and the above section designated as "Travel Performed by Common Carrier or State Vehicle" should be completed. If lodging is paid by the use of the State of Florida Purchasing Card, then the words "Purchasing Card" should be inserted in the "Per Diem or Actual Lodging Expenses" column on the reverse side of this form, and the above section designated as "Travel Performed by Common Carrier or State Vehicle" should be completed. Additionally, justification must be provided for use of a rental car larger than a Class "B" car. If travel is performed by the use of a State-owned vehicle, the word "State" should be inserted in the "Map Mileage Claimed" column on the reverse side of this form, and the rental car larger than a Class "B" car. If travel is performed by the use of a State-owned vehicle, the word "State" should be inserted in the "Map Mileage Claimed" column on the reverse side of this form, and the above section designated as "Travel Performed by Common Carrier or State Vehicle" should be completed. Additionally, justification must be provided for use of a noncontract airline (or one offering equal or lesser rates than the contract airline) or rental car (or one having lower net rate) when contract carriers are available. Additionally, justification must be provided for use of travel expenses which may be reimbursed include: (a) reasonable taxi fare; (b) ferry fares and bridge, road, and tunnel tolls; (c) storage and parking fees; (d) telephone and telegraph expenses; (e) convention or conference registration fee. If meals are included in the registration fee, per diem should be reduced accordingly. Receipts should be obtained when required. The official Department of Transportation map should be used in computing mileage from point of origin to destination whenever possible. When any State employee is stationed in any city or town for over 30 days continuous work days, such city or town shall be deemed to be his official headquarters and he shall not be allowed per diem or subsistence after the period of 30 continuous work days has elapsed, unless extended by the approval of the agency head. If travel is to a conference or convention, the "Statement of Benefits to the State" section must be completed or a copy of the Authorization to Incur Travel Expense, Form DFS-AA-13, must be attached. Additionally, a copy of a agenda and and registration receipt must be attached. Any fraudulent claim for mileage, per diem or other travel expense is subject to prosecution as a misdemeanor.

State of Florida
 Authorization to Incur Travel Expenses

Name: Phyllis Kalitch

Official Headquarters: Children's Forum

Date: 11/1/21

Department: Administration

Division:

Distribution or Fund:

100%

%

Purpose of Trip: Provide training to Miami team on Crucial Conversations

Destination: Long Beach, CA Miami, FL

Conference or convention travel: Explanation of benefits accruing to the State of Florida
 Meetings, councils, site visits, monitoring, training, summits, conferences and all activities related to the Children's Forum, Inc. and its funders' mission to ensure access, affordability and quality of early learning services for all of FL's children and families and build support systems to promote positive experiences and outcomes for young children.

Total Estimated Meals & Per Diem: \$ 120.00

Registration Fee:

Transportation: \$ 200.00



Hotel	Hotel Name	Confirm	Rate	Nights	Cost
					\$ 350.00

Flights	Airline	Departing Flight	Time	Returning Flight	Time	Cost
						\$ -

TOTAL ESTIMATED COST FOR TRIP \$ 670.00

Comments:

I hereby certify that travel as shown above is to be incurred in connection with official business of the State

Signed:		Approved by Supervisor:		Date	11-1-21	Approved-Agency Head		Date	
---------	---	-------------------------	--	------	---------	----------------------	---	------	--

RENTAL AGREEMENT NUMBER 750799016

RECEIPT

YOUR INFORMATION

Customer Name : KALIFEN, PHYLLIS
Customer status : PREPARED
Wizard Number : ***04S
Avis Worldwide Dist : STATE OF FLORIDA DEPT WMD SV
Methods Of Payment : VISA 4X6095

YOUR VEHICLE INFORMATION

Avis Car Number : 9 3 3 9 5 6 4 3
Plate Number : FL DF756A
Veh Grp Charged : Mini-Van
Veh Grp Rented : Mini-van
Veh Description : SLK CHRYSLER PACIFICA VAN
Total Driver : 997 Mls Odoeter In: 45717 Mls
Fuel Reading: Out 0.0 Gal | In 0.0 Gal

YOUR RENTAL

Pickup Date/Time : NOV 15, 2021 09:06 AM
Pickup Location : 1414 SOUTH MONROE STREET
TALLAHASSEE, FL, 32301, US

Return Date/Time : NOV 18, 2021 02:04 PM
Return Location : 1414 SOUTH MONROE STREET
TALLAHASSEE, FL, 32301, US

YOUR VEHICLE CHARGES:

MIN	1 DAY	MAX	330 DAY
	RATE CHART		TIME AND MILEAGE
Mis	: Unlimited		
HRLY	: 11.98		
DAILY	: 34.75	40YR	34.75= 139.00
WRLY	: 200.90		
NNLY	: 729.75		
TAXABLE FEES			
Subtotal Charges:			139.00
NON TAXABLE ITEMS			
Your Total Charges Paid:			139.00
Prepayment :			.00
NET CHARGES:		USD	139.00
Your Total Due:			0.00
Fuel service:	.1910/Ml	3.830/Gal	

YOUR OPTIONAL PRODUCTS/SERVICES

-----NOTICES-----AVIS-----NOTICES-----AVIS-----NOTICES-----AVIS-----NOTICES

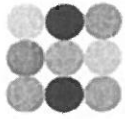
I agree to the rental charges above. I acknowledge additional charges could be added based on tolls, tickets, fines administrative charges and other fees which may be applicable. X

Thank you for renting with Avis.

If you have questions regarding this rental, call us at 850-292-3744

This vehicle was rented to you by MIKE

this vehicle was checked in for you by MIKE



**HYATT
PLACE™**

**Hyatt Place Miami
Airport-West/Doral**
3655 NW 82nd Avenue
Miami, FL 33166
Tel: 305-718-8292
Fax: 305-718-8295
miamiairportwest.place.hyatt.com

INVOICE

MS Phyllis Kalifeh
1211 Governors Square Blvd Ste
Tallahassee FL 32301
United States

Room No. 0102
Arrival 11-15-21
Departure 11-17-21
Folio Window 1
Folio No. 143807

Confirmation No. 30751755
Group Name

Date	Description		Charges	Credits
11-15-21	State Sales Tax Exempt	Tax Exempt	-8.05	
11-15-21	County Occupancy Tax Exempt	Tax Exempt	-6.90	
11-15-21	Accommodation		115.00	
11-15-21	State Sales Tax		8.05	
11-15-21	County Occupancy Tax		6.90	
11-16-21	Accommodation		115.00	
11-16-21	State Sales Tax		8.05	
11-16-21	County Occupancy Tax		6.90	
11-17-21	State Sales Tax Exempt		-8.05	
11-17-21	County Occupancy Tax Exempt		-6.90	
11-17-21	Visa	XXXXXXXXXXXX6095 XX/XX		230.00
Total			230.00	230.00

Guest Signature

Balance 0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

World of Hyatt Summary

Membership: XXXXXX309U
Bonus Codes:
Qualifying Nights: 2
Eligible Spend: 230.00
Redemption Eligible: 0.00

Thank you for choosing Hyatt Place Miami Airport-West/Doral. Our goal is to provide every guest with an exceptional stay and we are interested in any comments regarding your visit.

Please remit payment to:
Hyatt Place Miami Airport-West/Doral
3655 NW 82nd Avenue
Miami, FL 33166

Summary Invoice, please see front desk for eligibility details.



**HYATT
PLACE™**

Hyatt Place Orlando Universal
5976 Caravan Court
Orlando, FL 32819
Tel: 407-351-0627
Fax: 407-351-3317
orlandouniversal.place.hyatt.com

INVOICE

MS Phyllis Kalifeh
1211 Governors Square Blvd Ste
Tallahassee FL 32301
United States

Room No. 0411
Arrival 11-17-21
Departure 11-18-21
Folio Window 1
Folio No. 163828

Confirmation No. 15620315
Group Name

Date	Description	Charges	Credits
11-17-21	Guest Room	103.55	
11-17-21	State Occupancy Tax	6.73	
11-17-21	County Occupancy Tax	6.21	
11-17-21	County Occupancy Tax Exempt	-6.21	
11-17-21	State Occupancy Tax Exempt	-6.73	
11-18-21	Visa XXXXXXXXXXXXXXX6095 XX/XX		103.55

Total 103.55 103.55

Guest Signature

Balance 0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

World of Hyatt Summary

Membership: XXXXXX309U
Bonus Codes:
Qualifying Nights: 1
Eligible Spend: 103.55
Redemption Eligible: 0.00

Thank you for choosing Hyatt Place Orlando/Universal. Our goal is to provide every guest with an exceptional stay and we are interested in any comments regarding your visit.

Please remit payment to:
Hyatt Place Orlando/Universal
5976 Caravan Court
Orlando, FL 32819

Summary Invoice, please see front desk for eligibility details.

Phyllis Kalifeh

From: Leidy Sevilla
Sent: Wednesday, November 17, 2021 3:44 PM
To: Tamela Young
Cc: Phyllis Kalifeh
Subject: FW: Online Order Receipt for \$191.84 at Sergio's Restaurant #6 - Doral

Fyi.. Thank you.

Have a nice day,

Leidy Sevilla
Program Specialist



Early Learning Career Center
7925 NW 12 Street, Suite 106
Doral, FL 33126
(888) 352-4453 Ext. 354
(888) FL-CHILD Toll-Free
careercenter@thechildrensforum.com
<http://www.elcareercenter.org>
<http://www.thechildrensforum.com>



This message may contain confidential and/or proprietary information, and is intended for the person/entity to whom it was originally addressed. Any use by others is strictly prohibited. Further, Florida has a very broad public records law. Most written communications to or from state officials regarding state business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

From: Sergio's Restaurant #6 <no-reply@toasttab.com>
Sent: Wednesday, November 17, 2021 11:39 AM
To: Leidy Sevilla <lsevilla@thechildrensforum.com>
Subject: Online Order Receipt for \$191.84 at Sergio's Restaurant #6 - Doral

You don't often get email from no-reply@toasttab.com. [Learn why this is important](#)

Sergio's Restaurant #6 - 305-639-8960

Check #430 for Leidy Sevilla
Delivery estimated 12:39 PM EST



Sergio' Restaurant
 1640 NW 87 AVE.
 Miami FL 33172

***Delivery (Online)**

Leidy Sevilla
 305-793-3567

1200 NW 78th Ave
 Suite 203
 Doral, FL 33126

Notes: Second Floor Adler Office Conference Room
lsevilla@thechildrensforum.com

Server: AM D
 Check #430
 Ordered: 11/17/21 11:39 AM
 Due: 11/17/21 12:39 PM

How was your visit?



3 Pan Con Lechon-	\$27.75
French Fries	\$7.50
Cuban Sandwich-	\$9.75
French Fries	\$2.50
2 Medianoche	\$17.98
French Fries	\$5.00
*Mahi-Sandwich	\$14.99
French Fries	\$2.50
NO ONIONS PLEASE	
Pan Con Bistec-	\$9.99
French Fries	\$2.50
Mamey Shake-	\$4.75
Whole Milk	
2 *Mahi-Sandwich	\$29.98
French Fries	\$5.00

7 Sergio's Bottled Water	\$13.93
Subtotal	\$154.12
Delivery Fee	\$5.00
Tax	\$12.72
Tip	\$20.00
Total	\$191.84

Visa xxxxxxxx6095

Transaction Type	Sale
Authorization	Approved
Approval Code	
Payment ID	PnfJHkjMcCgd

order on line at www.sergios.com

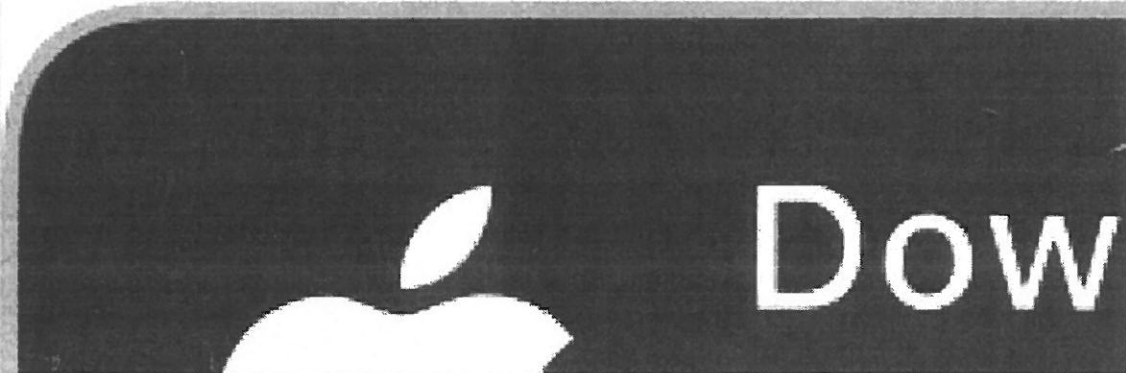
We really appreciate Your Yelp
Reviews!!

We offer drive thru, delivery and
Private Events

Thanks for your visit

Download the Toast TakeOut app

Food you love without the wait.



Powered by Toast

[Privacy Policy](#) | [Terms of Service](#) | [Refer a Restaurant & Earn \\$500](#)

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Phyllis Kalifeh

From: Leidy Sevilla
Sent: Tuesday, November 16, 2021 2:37 PM
To: Tamela Young
Cc: Phyllis Kalifeh
Subject: Fwd: Order Received

Thank you!

Leidy Sevilla

Begin forwarded message:

From: Giardino Gourmet Salads Online Ordering <noreply@olo.com>
Date: November 16, 2021 at 11:24:37 AM EST
To: Leidy Sevilla <lsevilla@thechildrensforum.com>
Subject: Order Received

You don't often get email from noreply@olo.com. [Learn why this is important](#)



GIARDINO GOURMET SALADS BLUE LAGOON
5787 NW 7th Street, Miami, FL 33136

(305) 265-0004

Order # 5674848033751041

Customer Name:	Phyllis Kalifeh
Customer Email:	Lsevilla@thechildrensforum.com
Customer Contact Number:	13057933567

Payment Method: Credit Card Visa x-6095. Amount: \$161.58

ORDER FOR DELIVERY (Estimated Delivery Time)
Order scheduled for delivery at **12:34 PM**, TODAY (TUESDAY, 11/16/2021)

Deliver To:
1200 nw 78th ave, 203
Miami
(305) 793-3567
Instructions: Second floor- Adler conference

Delivery Tracking:

Refer to the link provided to get the latest updates on your delivery, including the delivery provider assigned to your order.

[Track My Order](#)

Thanks for your order! Your order will be delivered through a third party. Look out for delivery notifications.

1 x Baja
*****2 BERRY VINAIGRETTE**

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
• 1 x Add a Scoop			
• 1 x Tropical Chicken	(1 x \$2.50)	=	\$2.50
• 1 x Additional Toppings			
• 1 x Avocado	(1 x \$0.75)	=	\$0.75
• 1 x Egg (Hard-Boiled)	(1 x \$0.75)	=	\$0.75
• 1 x Extra Dressings			
• 1 x Berry Vinaigrette	(1 x \$0.75)	=	\$0.75

1 x Habanero*****DRESSING ON SIDE**

• 1 x Make it a Wrap	(1 x \$8.50)	=	\$8.50
• 1 x Spinach Tortilla			
• 1 x Add a Scoop			
• 1 x Deli Turkey	(1 x \$2.50)	=	\$2.50

1 x Fizz*****NO BLUE CHEESE PLEASE. BALSAMIC DRESSING ON SIDE PLEASE.**

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
• 1 x Extra Dressings			
• 1 x Classic Balsamic Vinaigrette	(1 x \$0.75)	=	\$0.75

1 x Fizz

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
-------------------------	--------------	---	--------

1 x Fizz*****BALSAMIC DRESSING ON SIDE PLEASE.**

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
• 1 x Extra Dressings			
• 1 x Classic Balsamic Vinaigrette	(1 x \$0.75)	=	\$0.75

1 x Habanero

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
-------------------------	--------------	---	--------

1 x Fizz*****DRESSING ON SIDE PLEASE**

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
1 x Caprese in the Mix			
• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
1 x Fizz			
• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
1 x Fizz			
• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
• 1 x Add a Scoop			
• 1 x Wild Alaskan Salmon Capperi	(1 x \$2.50)	=	\$2.50
• 1 x Add Grains			
2 x Arizona Green Tea	(2 x \$2.30)	=	\$4.60
8 x Water	(8 x \$1.75)	=	\$14.00
1 x Yes, please include utensils (fork, knife, spoon)			
SUBTOTAL			\$119.35
DELIVERY CHARGE			\$10.00
TAX			\$8.36
TIP			\$23.87
TOTAL			\$161.58

Thank you for ordering with us.

Note: Add noreply@olo.com to your safe-senders list so that you are sure to receive our messages.
 For order or delivery issues, please contact GIARDINO GOURMET SALADS BLUE LAGOON at (305) 265-0004.
 Order placed at 11:20 AM

**Children's Forum
Crucial Conversations
In Person Training Plan**

November 16-17, 2021

9:00 AM – 4:00 PM with working lunch

Trainers: Denise Bishop, Phyllis Kalifeh, Tamela Young

	Date	Topic	Trainer	Time	Pages
DAY 1	11/16/21	Lesson 1: Get Unstuck	Tamela	90 min	P. 1-25
	9:00 AM – 12:15 PM	Lesson 2: Master My Stories	Phyllis	30 min	P. 27-38
		Lesson 3: Master My Stories II	Tamela	75 min	P. 39-59
	12:15 – 1:00	LUNCH			
	1:00 PM – 3:45 PM	Lesson 4: Start With Heart	Denise	60 min	P. 61-77
		Lesson 5: State My Path	Phyllis	105 min	P. 79-107
		DAY 1 TOTAL		360 min (6 hrs)	
DAY 2	11/17/21	Lesson 6: Make It Safe	Denise	90 min	P. 109-131
	9:00 AM – 12:45 PM	Lesson 7: Learn To Look	Tamela	45 min	P. 133-147
		Lesson 8: Seek Mutual Purpose	Denise	90 min	P. 149-177
	12:45 – 1:30	LUNCH			
	1:30 PM – 3:45 PM	Lesson 9: Explore Other Paths	Phyllis	105 min	P. 179-199
		Lesson 10: Move To Action	Tamela	30 min	P. 201-208
		DAY 2 TOTAL		360 min (6 hrs)	
		TOTAL		720 min / 12 hours	

TOTAL TRAINING TIME PER TRAINER:

Trainer	Day 1	Day 2	Total Training Time
Denise	60	180	240
Phyllis	135	105	240
Tamela	165	75	240

Children's Forum
2807 Remington Green Circle
Tallahassee, FL 32308

Purchase Order

Purchase Order Information				Vendor Information				
Acct. No. (if applicable)				Vendor ID		<i>For Fiscal Use</i>		
Purchase Description				Credit Card Payments				
				Credit Card Name:	Phyllis Kalifeh -- Capital One Visa		Last 4	9/7/1916
				Checks/EFTs				
Credit Card Expenses			Vendor Name	Capital One Credit Card				
			Street Address					
Purchase/Service Date	11/15/21	to	11/18/21	City	State		Zip	
Requestor's Name/Dept	<i>Phyllis Kalifeh</i>			Phone				
Department Approval				Invoice #				

For purchases over \$2,500, select method of procurement

- 3 Quotes
 Invitation to Bid
 Request for Proposal
 Invitation to Negotiate
 Sole Source
 Other: _____

Purchase Information		
Distribution Code	Item(s) Description	Amount
Admin	AVIS	\$139.00
Admin	Gasoline -- Shell Station	\$ 47.75
Admin	Gasoline -- Shell Station	\$ 54.22
Admin	Gasoline -- Gate Station	\$ 27.74
Admin	Hyatt Place -- Miami (P. Kalifeh)	\$ 230.00
Admin	Hyatt Place -- Miami (T. Young)	\$ 230.00
Admin	Hyatt Place -- Orlando (P. Kalifeh)	\$ 103.55
Admin	Hyatt Place -- Orlando (T. Young)	\$ 103.55
Admin	Hyatt Place -- Orlando (D. Bishop)	\$ 103.55
Forum	Lunch for Miami Team on Thursday	\$ 191.84
Forum	Lunch for Miami Team on Wednesday	\$ 161.58
Total		\$1,392.78

- Ex
- GL C
- Fu
- Au
- Fa
- Func
- Prog
- Acti
- Depar

Orig
 Don't process
 just file w/
 POs from PK

	Total	\$1,392.78
Approvals		
Fiscal	_____	
EO(>\$1,000)	<i>Phyllis Kalifeh</i>	

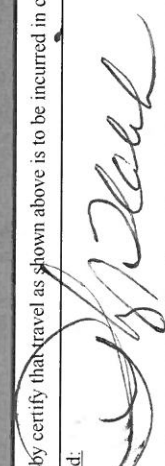
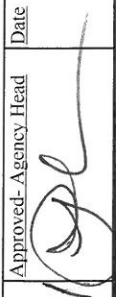
State of Florida Authorization to Incur Travel Expenses	Name: Phyllis Kalifeh	Official Headquarters: Children's Forum	Date: 11/1/21
Department: Administration	Division:	Distribution or Fund:	100%
			%


Purpose of Trip: Provide training to Miami team on Crucial Conversations			
Destination: Long Beach, CA Miami, FL		Departure Date	Return Date
		11/15/2021	11/18/2021
Conference or convention travel: Explanation of benefits accruing to the State of Florida Meetings, councils, site visits, monitoring, training, summits, conferences and all activities related to the Children's Forum, Inc. and its funders' mission to ensure access, affordability and quality of early learning services for all of FL's children and families and build support systems to promote positive experiences and outcomes for young children.		Departure Time	Return Time
		9:30:00 AM	1:30:00 PM
Total Estimated Meals & Per Diem:		\$ 120.00	Total Days
Registration Fee:			4
Transportation:		\$ 200.00	Trip Number

Hotel	Hotel Name	Confirm	Rate	Nights	Cost
				239	\$ 350.00
Flights	Airline	Departing Flight	Time	Returning Flight	Time
					\$ -
TOTAL ESTIMATED COST FOR TRIP					\$ 670.00

Comments:

I hereby certify that travel as shown above is to be incurred in connection with official business of the State

Signed:	Approved by Supervisor:
	
	Date: 11-1-21
	Approved-Agency Head
	Date

STATE OF FLORIDA		TRAVELER: PHYLLIS KALIFEH		AGENCY Children's Forum						
VOUCHER FOR REIMBURSEMENT		SOCIAL SECURITY NO. xxxxx		HEADQUARTERS TALLAHASSEE						
OF TRAVEL EXPENSES		CHECK ONE: <input checked="" type="checkbox"/> OFFICER/EMPLOYEE <input type="checkbox"/> NONEMPLOYEE IND. CONTRACTOR <input type="checkbox"/> OPS		RESIDENCE (CITY) TALLAHASSEE						
DATE	Travel Performed From Point of Origin To Destination	Purpose or Reason (Name of Conference)	Hour of Departure And Hour of Return	Meals for Class A & B Travel	Per Diem or Actual Lodging Expenses	Class C Meals	Map Mileage Claimed	Vicinity Mileage Claimed	Other Expenses	
									Amount Type	
11/15/21	Tallahassee to Miami	Crucial Conversations Training	9:30 AM	\$ 30.00			11.5			
11/16/21	Miami	Crucial Conversations Training		\$ 25.00						
11/17/21	Miami	Crucial Conversations Training		\$ 25.00						
11/18/21	Miami to Tallahassee	Crucial Conversations Training	2:30 PM	\$ 60.00			11.5			
<p>Statement of Benefits to the State: (Conference or Convention)</p> <p>Meetings, councils, site visits, monitoring, training, summits, conferences and all activities related to the Children's Forum, Inc. and its funders' mission to ensure access, affordability and quality of early learning services for all of FL's children and families and build support systems to promote positive experiences and outcomes for young children.</p> <p>Mission Critical Statement:</p>										
Revolving Fund:				Column	Column	Column	Column	Column	Column	
Check No.				Total	Total	Total	Total	Total	Summary	
Check Date				\$ 140.00	\$ -	\$ -	\$ 10.23	\$ -	\$ 150.23	
Agency Voucher No.				LESS RENT V. DRIVE						
				LESS TRAVEL ADVANCE						
				LESS NON-REIMBURSABLE ITEMS INCLUDED ON PURCHASING CARD						
				NET AMOUNT DUE TRAVELER						\$ 150.23
				NET AMOUNT DUE THE STATE						
<p>I hereby certify or affirm and declare that this claim for reimbursement is true and correct in every material matter; that the travel expenses were actually incurred by me as necessary in the performance of official duties; that per diem claimed has been appropriately reduced by any meals or lodging included in the convention or conference registration fees claimed by me, and that this voucher conforms in every respect with the requirements of Section 112.061, Florida Statutes</p>										
TRAVELER'S SIGNATURE: 										
SIGNATURE DATE: 11-19-21 TITLE: CEO										
FOR AGENCY USE:										
SUPERVISOR'S SIGNATURE:										
SUPERVISOR'S TITLE:										
SIGNATURE DATE:										



HYATT PLACE™

**Hyatt Place Miami
Airport-West/Doral**
3655 NW 82nd Avenue
Miami, FL 33166
Tel: 305-718-8292
Fax: 305-718-8295
miamiairportwest.place.hyatt.com

INVOICE

MS Phyllis Kalifeh
1211 Governors Square Blvd Ste
Tallahassee FL 32301
United States

Room No. 0102
Arrival 11-15-21
Departure 11-17-21
Folio Window 1
Folio No. 143807

Confirmation No. 30751755

Group Name

Date	Description		Charges	Credits
11-15-21	State Sales Tax Exempt	Tax Exempt	-8.05	
11-15-21	County Occupancy Tax Exempt	Tax Exempt	-6.90	
11-15-21	Accommodation		115.00	
11-15-21	State Sales Tax		8.05	
11-15-21	County Occupancy Tax		6.90	
11-16-21	Accommodation		115.00	
11-16-21	State Sales Tax		8.05	
11-16-21	County Occupancy Tax		6.90	
11-17-21	State Sales Tax Exempt		-8.05	
11-17-21	County Occupancy Tax Exempt		-6.90	
11-17-21	Visa	XXXXXXXXXXXX6095 XX/XX		230.00

Total 230.00 230.00

Guest Signature

Balance 0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

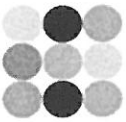
World of Hyatt Summary

Membership: XXXXXX309U
Bonus Codes:
Qualifying Nights: 2
Eligible Spend: 230.00
Redemption Eligible: 0.00

Thank you for choosing Hyatt Place Miami Airport-West/Doral. Our goal is to provide every guest with an exceptional stay and we are interested in any comments regarding your visit.

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Miami, FL 33166

Summary Invoice, please see front desk for eligibility details.



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Orlando, FL 32819
Tel: 407-351-0627
Fax: 407-351-3317
orlandouniversal.place.hyatt.com

INVOICE

MS Phyllis Kalifeh
1211 Governors Square Blvd Ste
Tallahassee FL 32301
United States

Room No. 0411
Arrival 11-17-21
Departure 11-18-21
Folio Window 1
Folio No. 163828

Confirmation No. 15620315
Group Name

Date	Description	Charges	Credits
11-17-21	Guest Room	103.55	
11-17-21	State Occupancy Tax	6.73	
11-17-21	County Occupancy Tax	6.21	
11-17-21	County Occupancy Tax Exempt	-6.21	
11-17-21	State Occupancy Tax Exempt	-6.73	
11-18-21	Visa	XXXXXXXXXXXX6095 XX/XX	103.55

Total	103.55	103.55
Balance	0.00	

Guest Signature

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

World of Hyatt Summary

Membership: XXXXXX309U
Bonus Codes:
Qualifying Nights: 1
Eligible Spend: 103.55
Redemption Eligible: 0.00

Thank you for choosing Hyatt Place Orlando/Universal. Our goal is to provide every guest with an exceptional stay and we are interested in any comments regarding your visit.

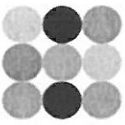
Please remit payment to:
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5976 Caravan Court
Orlando, FL 32819

Summary Invoice, please see front desk for eligibility details.



Sent from my iPhone

gh



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3655 NW 82nd Avenue
Miami, FL 33166
Tel: 305-718-8292
Fax: 305-718-8295
miamiairportwest.place.hyatt.com

Samuel Young

INVOICE

MS Phyllis Kalifeh
1211 Governors Square Blvd Ste
Tallahassee FL 32301
United States

Room No. 0101
Arrival 11-15-21
Departure 11-17-21
Folio Window 1
Folio No. 143806

Confirmation No. 3075175501
Group Name

Date	Description		Charges	Credits
11-15-21	State Sales Tax Exempt	Tax Exempt	-16.10	
11-15-21	County Occupancy Tax Exempt	Tax Exempt	-13.80	
11-15-21	Accommodation		115.00	
11-15-21	State Sales Tax		8.05	
11-15-21	County Occupancy Tax		6.90	
11-16-21	Accommodation		115.00	
11-16-21	State Sales Tax		8.05	
11-16-21	County Occupancy Tax		6.90	
11-17-21	Visa	XXXXXXXXXXXX6095 XX/XX		230.00
Total			230.00	230.00

Guest Signature

Balance 0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

World of Hyatt Summary

Membership: XXXXXX309U
Bonus Codes:
Qualifying Nights: 2
Eligible Spend: 230.00
Redemption Eligible: 0.00

Thank you for choosing Hyatt Place Miami Airport-West/Doral. Our goal is to provide every guest with an exceptional stay and we are interested in any comments regarding your visit.

Please remit payment to:
Hyatt Place Miami Airport-West/Doral
3655 NW 82nd Avenue
Miami, FL 33166

Summary Invoice, please see front desk for eligibility details.



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5976 Caravan Court
Orlando, FL 32819
Tel: 407-351-0627
Fax: 407-351-3317
orlandouniversal.place.hyatt.com

INVOICE

MS Phyllis Kalifeh
1211 Governors Square Blvd Ste
Tallahassee FL 32301
United States

Samela

Room No. 0409
Arrival 11-17-21
Departure 11-18-21
Folio Window 1
Folio No. 163829

Confirmation No. 5746108901

Group Name

Date	Description	Charges	Credits
11-17-21	Guest Room	103.55	
11-17-21	State Occupancy Tax	6.73	
11-17-21	County Occupancy Tax	6.21	
11-17-21	County Occupancy Tax Exempt	-6.21	
11-17-21	State Occupancy Tax Exempt	-6.73	
11-18-21	Visa XXXXXXXXXXXXXXX6095 XX/XX		103.55

Total 103.55 103.55

Guest Signature

Balance 0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

World of Hyatt Summary

Membership: XXXXXX309U
Bonus Codes:
Qualifying Nights: 1
Eligible Spend: 103.55
Redemption Eligible: 0.00

Thank you for choosing Hyatt Place Orlando/Universal. Our goal is to provide every guest with an exceptional stay and we are interested in any comments regarding your visit.

Please remit payment to:
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5976 Caravan Court
Orlando, FL 32819

Summary Invoice, please see front desk for eligibility details.



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Orlando, FL 32819
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Fax: 407-351-3317
orlandouniversal.place.hyatt.com

INVOICE

MS Phyllis Kalifeh
1211 Governors Square Blvd Ste
Tallahassee FL 32301
United States

Phyllis

Room No. 0408
Arrival 11-17-21
Departure 11-18-21
Folio Window 1
Folio No. 163827

Confirmation No. 57461089
Group Name

Date	Description	Charges	Credits
11-17-21	Guest Room	103.55	
11-17-21	State Occupancy Tax	6.73	
11-17-21	County Occupancy Tax	6.21	
11-17-21	County Occupancy Tax Exempt	-6.21	
11-17-21	State Occupancy Tax Exempt	-6.73	
11-18-21	Visa XXXXXXXXXXXXXXX6095 XX/XX		103.55

Total 103.55 103.55

Guest Signature **Balance** 0.00

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

World of Hyatt Summary

Membership: XXXXXX309U
Bonus Codes:
Qualifying Nights: 1
Eligible Spend: 103.55
Redemption Eligible: 0.00

Thank you for choosing Hyatt Place Orlando/Universal. Our goal is to provide every guest with an exceptional stay and we are interested in any comments regarding your visit.

Please remit payment to:
Hyatt Place Orlando/Universal
5976 Caravan Court
Orlando, FL 32819

Summary Invoice, please see front desk for eligibility details.



Sergio' Restaurant
 1640 NW 87 AVE.
 Miami FL 33172

***Delivery (Online)**

Leidy Sevilla
 305-793-3567

1200 NW 78th Ave
 Suite 203
 Doral, FL 33126

Notes: Second Floor Adler Office Conference Room
lsevilla@thechildrensforum.com

Server: AM D
 Check #430
 Ordered:
 Due:

11/17/21 11:39 AM
 11/17/21 12:39 PM

How was your visit?



3 Pan Con Lechon-	\$27.75
French Fries	\$7.50
Cuban Sandwich-	\$9.75
French Fries	\$2.50
2 Medianoche	\$17.98
French Fries	\$5.00
*Mahi-Sandwich	\$14.99
French Fries	\$2.50
NO ONIONS PLEASE	
Pan Con Bistec-	\$9.99
French Fries	\$2.50
Mamey Shake-	\$4.75
Whole Milk	
2 *Mahi-Sandwich	\$29.98
French Fries	\$5.00

Phyllis Kalifeh

From: Leidy Sevilla
Sent: Wednesday, November 17, 2021 3:44 PM
To: Tamela Young
Cc: Phyllis Kalifeh
Subject: FW: Online Order Receipt for \$191.84 at Sergio's Restaurant #6 - Doral

Fyi.. Thank you.

Have a nice day,

Leidy Sevilla
Program Specialist



Early Learning Career Center
7925 NW 12 Street, Suite 106
Doral, FL 33126
(888) 352-4453 Ext. 354
(888) FL-CHILD Toll-Free
careercenter@thechildrensforum.com
<http://www.elcareercenter.org>
<http://www.thechildrensforum.com>



This message may contain confidential and/or proprietary information, and is intended for the person/entity to whom it was originally addressed. Any use by others is strictly prohibited. Further, Florida has a very broad public records law. Most written communications to or from state officials regarding state business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

From: Sergio's Restaurant #6 <no-reply@toasttab.com>
Sent: Wednesday, November 17, 2021 11:39 AM
To: Leidy Sevilla <lsevilla@thechildrensforum.com>
Subject: Online Order Receipt for \$191.84 at Sergio's Restaurant #6 - Doral

You don't often get email from no-reply@toasttab.com. [Learn why this is important](#)

Sergio's Restaurant #6 - 305-639-8960

Check #430 for Leidy Sevilla
Delivery estimated 12:39 PM EST

7 Sergio's Bottled Water	\$13.93
Subtotal	\$154.12
Delivery Fee	\$5.00
Tax	\$12.72
Tip	\$20.00
Total	\$191.84

Visa xxxxxxxx6095

Transaction Type	Sale
Authorization	Approved
Approval Code	
Payment ID	PnfJHkjMcGd

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Delivery Tracking:

Refer to the link provided to get the latest updates on your delivery, including the delivery provider assigned to your order.

[Track My Order](#)

Thanks for your order! Your order will be delivered through a third party. Look out for delivery notifications.

1 x Baja

*****2 BERRY VINAIGRETTE**

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
• 1 x Add a Scoop			
• 1 x Tropical Chicken	(1 x \$2.50)	=	\$2.50
• 1 x Additional Toppings			
• 1 x Avocado	(1 x \$0.75)	=	\$0.75
• 1 x Egg (Hard-Boiled)	(1 x \$0.75)	=	\$0.75
• 1 x Extra Dressings			
• 1 x Berry Vinaigrette	(1 x \$0.75)	=	\$0.75

1 x Habanero

*****DRESSING ON SIDE**

• 1 x Make it a Wrap	(1 x \$8.50)	=	\$8.50
• 1 x Spinach Tortilla			
• 1 x Add a Scoop			
• 1 x Deli Turkey	(1 x \$2.50)	=	\$2.50

1 x Fizz

*****NO BLUE CHEESE PLEASE. BALSAMIC DRESSING ON SIDE PLEASE.**

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
• 1 x Extra Dressings			
• 1 x Classic Balsamic Vinaigrette	(1 x \$0.75)	=	\$0.75

1 x Fizz

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
-------------------------	--------------	---	--------

1 x Fizz

*****BALSAMIC DRESSING ON SIDE PLEASE.**

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
• 1 x Extra Dressings			
• 1 x Classic Balsamic Vinaigrette	(1 x \$0.75)	=	\$0.75

1 x Habanero

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
-------------------------	--------------	---	--------

1 x Fizz

*****DRESSING ON SIDE PLEASE**

Phyllis Kalifeh

From: Leidy Sevilla
Sent: Tuesday, November 16, 2021 2:37 PM
To: Tamela Young
Cc: Phyllis Kalifeh
Subject: Fwd: Order Received

Thank you!

Leidy Sevilla

Begin forwarded message:

From: Giardino Gourmet Salads Online Ordering <noreply@olo.com>
Date: November 16, 2021 at 11:24:37 AM EST
To: Leidy Sevilla <lsevilla@thechildrensforum.com>
Subject: **Order Received**

You don't often get email from noreply@olo.com. [Learn why this is important](#)



GIARDINO GOURMET SALADS BLUE LAGOON

5787 NW 7th Street, Miami, FL 33136

(305) 265-0004

Order # 5674848033751041

Customer Name:

Phyllis Kalifeh

Customer Email:

Lsevilla@thechildrensforum.com

Customer Contact Number:

13057933567

Payment Method: Credit Card Visa x-6095. Amount: \$161.58

ORDER FOR DELIVERY (Estimated Delivery Time)

Order scheduled for delivery at **12:34 PM**, TODAY (TUESDAY, 11/16/2021)

Deliver To:

1200 nw 78th ave, 203

Miami

(305) 793-3567

Instructions: Second floor- Adler conference

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
1 x Caprese in the Mix			
• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
1 x Fizz			
• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
1 x Fizz			
• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
• 1 x Add a Scoop			
• 1 x Wild Alaskan Salmon Capperi	(1 x \$2.50)	=	\$2.50
• 1 x Add Grains			
2 x Arizona Green Tea	(2 x \$2.30)	=	\$4.60
8 x Water	(8 x \$1.75)	=	\$14.00
1 x Yes, please include utensils (fork, knife, spoon)			
SUBTOTAL			\$119.35
DELIVERY CHARGE			\$10.00
TAX			\$8.36
TIP			\$23.87
TOTAL			\$161.58

Thank you for ordering with us.

Note: Add noreply@olo.com to your safe-senders list so that you are sure to receive our messages.
 For order or delivery issues, please contact GIARDINO GOURMET SALADS BLUE LAGOON at (305) 265-0004.
 Order placed at 11:20 AM

**Children's Forum
Crucial Conversations
In Person Training Plan**

November 16-17, 2021

9:00 AM – 4:00 PM with working lunch

Trainers: Denise Bishop, Phyllis Kalifeh, Tamela Young

	Date	Topic	Trainer	Time	Pages
DAY 1	11/16/21	Lesson 1: Get Unstuck	Tamela	90 min	P. 1-25
	9:00 AM – 12:15 PM	Lesson 2: Master My Stories	Phyllis	30 min	P 27-38
		Lesson 3: Master My Stories II	Tamela	75 min	P. 39-59
	12:15 – 1:00	LUNCH			
	1:00 PM – 3:45 PM	Lesson 4: Start With Heart	Denise	60 min	P. 61-77
		Lesson 5: State My Path	Phyllis	105 min	P. 79-107
		DAY 1 TOTAL		360 min (6 hrs)	
DAY 2	11/17/21	Lesson 6: Make It Safe	Denise	90 min	P. 109-131
	9:00 AM – 12:45 PM	Lesson 7: Learn To Look	Tamela	45 min	P. 133-147
		Lesson 8: Seek Mutual Purpose	Denise	90 min	P. 149-177
	12:45 – 1:30	LUNCH			
	1:30 PM – 3:45 PM	Lesson 9: Explore Other Paths	Phyllis	105 min	P. 179-199
		Lesson 10: Move To Action	Tamela	30 min	P. 201-208
		DAY 2 TOTAL		360 min (6 hrs)	
		TOTAL		720 min / 12 hours	

TOTAL TRAINING TIME PER TRAINER:

Trainer	Day 1	Day 2	Total Training Time
Denise	60	180	240
Phyllis	135	105	240
Tamela	165	75	240

Tamela Young

From: Phyllis Kalifeh <pkkalifeh@me.com>
Sent: Thursday, November 18, 2021 1:43 PM
To: Tamela Young
Subject: Gas receipts

[pkkalifeh@me.com appears similar to someone who previously sent you email, but may not be that person. Learn why this could be a risk at <http://aka.ms/LearnAboutSenderIdentification>.]

If you wouldn't mind, would you print out these receipts? Thanks.



Welcome to GATE
Store # 1194
208 N Magnolia Dr
Tallahassee FL
32301
850-309-0412

Receipt #33345
11/18/2021
13:38

Pump	Gallons	Price
07	8.258	\$ 3.359
Product: Regular		
TOTAL FUEL		\$ 27.74

SALE - Card Swiped
TOTAL SALE \$ 27.74

Visa Acct#
*****6095

Refer #101347650
Batch #1235
Sequence #432859
Approval #09727G
SALE

Visa
Card Num : (C)
XXXXXXXXXXXX6095
Chip Read

USD\$ 27.74

4341504954414C2

Thank you for
choosing GATE!

A handwritten signature in black ink, appearing to be "SK".



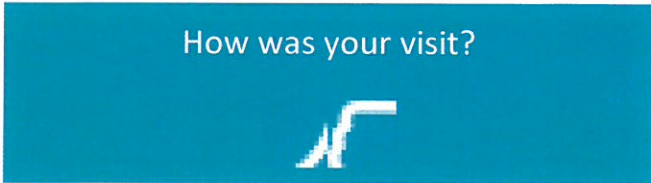
Sergio' Restaurant
 1640 NW 87 AVE.
 Miami FL 33172

***Delivery (Online)**

Leidy Sevilla 1200 NW 78th Ave
 305-793-3567 Suite 203
 Doral, FL 33126

Notes: Second Floor Adler Office Conference Room
lsevilla@thechildrensforum.com

Server: AM D
 Check #430
 Ordered: 11/17/21 11:39 AM
 Due: 11/17/21 12:39 PM



3 Pan Con Lechon-	\$27.75
French Fries	\$7.50
Cuban Sandwich-	\$9.75
French Fries	\$2.50
2 Medianoche	\$17.98
French Fries	\$5.00
*Mahi-Sandwich	\$14.99
French Fries	\$2.50
NO ONIONS PLEASE	
Pan Con Bistec-	\$9.99
French Fries	\$2.50
Mamey Shake-	\$4.75
Whole Milk	
2 *Mahi-Sandwich	\$29.98
French Fries	\$5.00

7 Sergio's Bottled Water	\$13.93
Subtotal	\$154.12
Delivery Fee	\$5.00
Tax	\$12.72
Tip	\$20.00
Total	\$191.84

Visa xxxxxxxx6095

Transaction Type	Sale
Authorization	Approved
Approval Code	
Payment ID	PnfJHkjMcCgd

order on line at www.sergios.com
We really appreciate Your Yelp
Reviews!!
We offer drive thru, delivery and
Private Events
Thanks for your visit

Download the Toast TakeOut app
Food you love without the wait.



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[Privacy Policy](#) | [Terms of Service](#) | [Refer a Restaurant & Earn \\$500](#)

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Delivery Tracking:

Refer to the link provided to get the latest updates on your delivery, including the delivery provider assigned to your order.

[Track My Order](#)

Thanks for your order! Your order will be delivered through a third party. Look out for delivery notifications.

1 x Baja*****2 BERRY VINAIGRETTE**

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
• 1 x Add a Scoop			
• 1 x Tropical Chicken	(1 x \$2.50)	=	\$2.50
• 1 x Additional Toppings			
• 1 x Avocado	(1 x \$0.75)	=	\$0.75
• 1 x Egg (Hard-Boiled)	(1 x \$0.75)	=	\$0.75
• 1 x Extra Dressings			
• 1 x Berry Vinaigrette	(1 x \$0.75)	=	\$0.75

1 x Habanero*****DRESSING ON SIDE**

• 1 x Make it a Wrap	(1 x \$8.50)	=	\$8.50
• 1 x Spinach Tortilla			
• 1 x Add a Scoop			
• 1 x Deli Turkey	(1 x \$2.50)	=	\$2.50

1 x Fizz*****NO BLUE CHEESE PLEASE. BALSAMIC DRESSING ON SIDE PLEASE.**

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
• 1 x Extra Dressings			
• 1 x Classic Balsamic Vinaigrette	(1 x \$0.75)	=	\$0.75

1 x Fizz

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
-------------------------	--------------	---	--------

1 x Fizz*****BALSAMIC DRESSING ON SIDE PLEASE.**

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
• 1 x Extra Dressings			
• 1 x Classic Balsamic Vinaigrette	(1 x \$0.75)	=	\$0.75

1 x Habanero

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
-------------------------	--------------	---	--------

1 x Fizz*****DRESSING ON SIDE PLEASE**

• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
1 x Caprese in the Mix			
• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
1 x Fizz			
• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
1 x Fizz			
• 1 x Piccolo (regular)	(1 x \$9.00)	=	\$9.00
• 1 x Add a Scoop			
• 1 x Wild Alaskan Salmon Capperi	(1 x \$2.50)	=	\$2.50
• 1 x Add Grains			
2 x Arizona Green Tea	(2 x \$2.30)	=	\$4.60
8 x Water	(8 x \$1.75)	=	\$14.00
1 x Yes, please include utensils (fork, knife, spoon)			
SUBTOTAL			\$119.35
DELIVERY CHARGE			\$10.00
TAX			\$8.36
TIP			\$23.87
TOTAL			\$161.58

Thank you for ordering with us.

Note: Add noreply@olo.com to your safe-senders list so that you are sure to receive our messages.
 For order or delivery issues, please contact GIARDINO GOURMET SALADS BLUE LAGOON at (305) 265-0004.
 Order placed at 11:20 AM

**Children's Forum
Crucial Conversations
In Person Training Plan**

November 16-17, 2021

9:00 AM – 4:00 PM with working lunch

Trainers: Denise Bishop, Phyllis Kalifeh, Tamela Young

	Date	Topic	Trainer	Time	Pages
DAY 1	11/16/21	Lesson 1: Get Unstuck	Tamela	90 min	P. 1-25
	9:00 AM – 12:15 PM	Lesson 2: Master My Stories	Phyllis	30 min	P 27-38
		Lesson 3: Master My Stories II	Tamela	75 min	P. 39-59
	12:15 – 1:00	LUNCH			
	1:00 PM – 3:45 PM	Lesson 4: Start With Heart	Denise	60 min	P. 61-77
Lesson 5: State My Path		Phyllis	105 min	P. 79-107	
		DAY 1 TOTAL		360 min (6 hrs)	
DAY 2	11/17/21	Lesson 6: Make It Safe	Denise	90 min	P. 109-131
	9:00 AM – 12:45 PM	Lesson 7: Learn To Look	Tamela	45 min	P. 133-147
		Lesson 8: Seek Mutual Purpose	Denise	90 min	P. 149-177
	12:45 – 1:30	LUNCH			
	1:30 PM – 3:45 PM	Lesson 9: Explore Other Paths	Phyllis	105 min	P. 179-199
Lesson 10: Move To Action		Tamela	30 min	P. 201-208	
		DAY 2 TOTAL		360 min (6 hrs)	
		TOTAL		720 min / 12 hours	

TOTAL TRAINING TIME PER TRAINER:

Trainer	Day 1	Day 2	Total Training Time
Denise	60	180	240
Phyllis	135	105	240
Tamela	165	75	240

Payee Capital One
Vendor ID 6427

Account #:

S

22-00863
2/3/2022

Invoice	Description	Discount	Amount
22-PO-28443	Supplies	\$0.00	\$3,350.00
22-PO-28444	Lowes	\$0.00	\$382.68
22-PO-28450	Cash Back reward	\$0.00	(\$200.00)
Total :		\$0.00	\$3,532.68

22-00863

****Three Thousand Five Hundred Thirty Two and 68/100 Dollars

2/3/2022

\$3,532.68

Capital One
PO Box 60599
City of Industry, CA 91716-0599

Payee Capital One
Vendor ID 6427

Account #:

22-00863
2/3/2022

Invoice	Description	Discount	Amount
22-PO-28443	Supplies	\$0.00	\$3,350.00
22-PO-28444	Lowes	\$0.00	\$382.68
22-PO-28450	Cash Back reward	\$0.00	(\$200.00)
Total :		\$0.00	\$3,532.68

Payment Information

Payment Due Date Feb 03, 2022	For online and phone payments, the deadline is 8pm ET.
New Balance \$3,532.68	Minimum Payment Due \$35.00

LATE PAYMENT WARNING: If we do not receive your minimum payment by your due date, you may have to pay a \$39.00 late fee and your APRs may be increased up to the Penalty APR of 29.40%.

MINIMUM PAYMENT WARNING: Even if you make no more charges with this card, if you make only the minimum payment each month we estimate you will never pay off the balance shown on this statement because your payment will be less than the interest charged each month.

If you make more than the minimum payment each period, you will pay less in interest and pay off your balance sooner. For example, if you instead paid \$126.00 per month, you would pay off the balance shown on this statement in around 3 years.

If you would like information about credit counseling services, call 1-888-326-8055.

Account Summary

Previous Balance	\$2,214.53
Payments	- \$2,214.53
Other Credits	- \$200.00
Transactions	+ \$3,732.68
Cash Advances	+ \$0.00
Fees Charged	+ \$0.00
Interest Charged	+ \$0.00
New Balance	= \$3,532.68
Credit Limit	\$12,000.00
Available Credit (as of Jan 09, 2022)	\$8,467.32
Cash Advance Credit Limit	\$12,000.00
Available Credit for Cash Advances	\$8,467.32

Rewards Summary

Rewards as of: 01/07/2022

Rewards Balance
\$77.93

Track and redeem your rewards with our mobile app or on capitalone.com

Previous Balance
\$190.03

Earned This Period
\$87.90

Redeemed this period
-\$200.00

Account Notifications

- i** You are enrolled in AutoPay. You've selected to pay the New Balance shown on this statement, which will be debited from your bank account on your Scheduled Payment Date. If your payment is more than the current balance on your due date, we will only debit the current balance.

Pay or manage your account at capitalone.com

Customer Service: 1-800-867-0904

See reverse for Important Information



PHYLLIS K KALIFEH
CHILDREN'S FORUM
SUITE 200/FISCAL DEPARTMENT
1211 GOVERNORS SQUARE BLVD
TALLAHASSEE, FL 32301-2993



Save time, stay informed.
Discover new features with
the Capital One Mobile app.

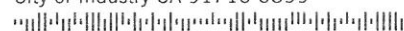
Scan this QR Code with your phone's camera to download the top-rated Capital One Mobile app.

Payment Due Date: **Feb 03, 2022**

Account ending in 6095

New Balance	Minimum Payment Due	Amount Enclosed
\$3,532.68	\$35.00	\$ _____

Capital One
P.O. Box 60599
City of Industry CA 91716-0599



Please send us this portion of your statement and only one check (or one money order) payable to Capital One to ensure your payment is processed promptly. Allow at least seven business days for delivery.

Transactions

Visit capitalone.com to see detailed transactions.

PHYLLIS K KALIFEH #6095: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Dec 10	Dec 10	CREDIT-CASH BACK REWARD	- \$200.00
Jan 3	Jan 3	CAPITAL ONE AUTOPAY PYMTAuthDate 03-Jan	- \$2,214.53

PHYLLIS K KALIFEH #6095: Transactions

Trans Date	Post Date	Description	Amount
Dec 9	Dec 10	LOWES #00907*866-483-7521NC	\$382.68
Dec 10	Dec 11	Amazon.com*N465K1533Amzn.com/billWA	\$3,350.00

PHYLLIS K KALIFEH #6095: Total Transactions **\$3,732.68**

Total Transactions for This Period **\$3,732.68**

Fees

Trans Date	Post Date	Description	Amount
Total Fees for This Period			\$0.00

Interest Charged

Interest Charge on Purchases	\$0.00
Interest Charge on Cash Advances	\$0.00
Interest Charge on Other Balances	\$0.00
Total Interest for This Period	\$0.00

Totals Year-to-Date

Total Fees charged	\$0.00
Total Interest charged	\$0.00



Scheduled Payments

Account Ending in ...6095

DATE	DESCRIPTION	CATEGORY	CARD	AMOUNT
Feb 03	AutoPay from Synovus Bank ...0301	Payment	Phyllis K. ...6095	-\$3,532.68

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER
22-PO-28443

Vendor Information **Shipping Information**

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
01/31/2022	02/12/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Supplies

Qty	Unit Type	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0	57500 004 01 01 01 100 NA 100	N/A	Supplies	3,350.00	0.000	3,350.00

Approved

Approval Information

Colleen Groot Dir of Finance 02/03/2022 10:54 AM
 Lauren Wofford Accounting 02/02/2022 2:15 PM
 Colleen Groot Requester 02/02/2022 10:49 AM

TOTAL \$3,350.00

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



Details for Order #111-3064794-8610615

Print this page for your records.

Order Placed: December 7, 2021
Amazon.com order number: 111-3064794-8610615
Order Total: \$3,350.00

Not Yet Shipped

Items Ordered

Price

4 of: <i>Amazon.com Gift Card in a Greeting Card - Christmas Puppy Design</i> Sold by: ACI Gift Cards, Inc. Condition: New	\$50.00
30 of: <i>Amazon.com Gift Card in a Greeting Card (Fitting Christmas Design)</i> Sold by: ACI Gift Cards, Inc. Condition: New	\$50.00
3 of: <i>Amazon.com Gift Card in a Greeting Card - Christmas Deer Design</i> Sold by: ACI Gift Cards, Inc. Condition: New	\$50.00
30 of: <i>Amazon.com Gift Card in a Greeting Card - Holiday Leaves Design</i> Sold by: ACI Gift Cards, Inc. Condition: New	\$50.00

Shipping Address:

Phyllis K. Kalifeh
1211 GOVERNORS SQUARE BLVD
STE 200
TALLAHASSEE, FL 32301-2988
United States

Shipping Speed:

FREE Prime Delivery

Payment information

Payment Method:

Visa | Last digits: 6095

Item(s) Subtotal: \$3,350.00
Shipping & Handling: \$0.00

Billing address

Phyllis K. Kalifeh
1211 GOVERNORS SQUARE BLVD
STE 200
TALLAHASSEE, FL 32301-2988
United States

Total before tax: \$3,350.00
Estimated tax to be collected: \$0.00

Grand Total: \$3,350.00

To view the status of your order, return to [Order Summary](#).

<u>Tallahassee Staff</u>	-
Adams	Lisa M.
Allen	Nikita
Ash	Yuricradedra
Avila	Aida V.
Bishop	Denise
Bonner	Felicia
Cain	Laura
Carson	Lisa
Casey	Ashley
Castro	Melissa
Clements	Melissa
Cloud	Kerri S.
Donaldson	Paula
Feliciano	Jessica
Fiotte	Laure
Fletcher	Tami
Ford	Hannah C.
Fountain	Kelly A.
Fulkerson	Emily J.
Gaddy	Wioleta
Goldberg	Alexandra
Grant	Martha
Grant	Paula A.
Groot	Colleen G.
Hall	Catherine L.
Hawkins	Lolita
Higginbotham	Jinan A.
Hughes	Brian
Jacobsen-Brown	Jenna
Jimenez	Xiomara
Kalifeh	Phyllis K.
King-Jackson	Tomica
Kirchhoff	William E.
Kreucher	Angeline
Lee	Courtney
Long	Jessica B.
Moffett	Kathleen A.
Nathan	Angela
Nations	Marilyn
Nielsen-Nunez	Katherine R.
Norwood	Shelby
Peters	Qiana L.
Richardson	Laura
Roberts	Lisa A.

Staff List
67 staff @ \$50 ea =
\$ 3,350⁰⁰

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER
22-PO-28444

Vendor Information **Shipping Information**

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
01/31/2022	02/12/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Lowes

Qty	Unit Type	Received Rec'd	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0	57300	N/A	Lowes	382.68	0.000	382.68

Account Information	Percent	Amount
004 01 01 01 100 NA 100	0.0002	\$0.08
004 01 01 01 100 NA 400	0.0001	\$0.04
004 02 01 02 100 NA 400	0.006	\$2.30
207 01 01 01 203 NA 600	0.0029	\$1.11
207 02 01 02 203 NA 600	0.0337	\$12.90
304 01 01 01 600 NA 600	0.0047	\$1.80
304 02 01 02 600 NA 600	0.0223	\$8.53
481 01 01 01 404 NA 104	0.006	\$2.30
481 02 01 02 404 NA 104	0.0695	\$26.60
477 01 01 01 404 NA 104	0.0025	\$0.96
477 02 01 02 404 NA 104	0.0286	\$10.94
482 01 01 01 404 NA 104	0.0023	\$0.88
482 02 01 02 404 NA 104	0.0262	\$10.03
525 01 01 01 501 NA 500	0.0058	\$2.22
525 02 01 02 501 NA 500	0.0783	\$29.96
628 01 01 01 301 NA 600	0.0102	\$3.90
628 02 01 02 301 NA 600	0.0085	\$3.25
674 01 01 01 301 NA 600	0.0034	\$1.30
674 02 01 02 301 NA 600	0.0236	\$9.03
673 01 01 01 301 NA 600	0.0074	\$2.83
673 02 01 02 301 NA 600	0.0697	\$26.67
864 01 01 01 801 NA 800	0.1037	\$39.68
864 02 01 02 801 NA 800	0.4454	\$170.45
125 01 01 01 501 NA 500	0	\$0.00
125 02 01 02 501 NA 500	0	\$0.00
130 01 01 01 111 NA 111	0.0016	\$0.61
130 02 01 02 111 NA 111	0.0187	\$7.16
128 01 01 01 603 NA 600	0.0177	\$6.77
129 01 01 01 600 NA 600	0.001	\$0.38



Unit Qty	Type	Received Qty	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
----------	------	--------------	---------------	---------------------	-------------	------------------	------------	-------	-------

Approved

Approval Information

Colleen Groot	Dir of Finance	02/03/2022 10:55 AM
Lauren Wofford	Accounting	02/02/2022 2:17 PM
Colleen Groot	Requester	02/02/2022 10:51 AM

TOTAL	\$382.68
--------------	-----------------

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



28444

Children's Forum
2807 Remington Green Circle
Tallahassee, FL 32308

Purchase Order

Purchase Order Information and Vendor Information table with fields for Acct. No., Vendor ID (6427), Vendor Name (Capital One Visa), and Requestor's Name (Phyllis Kalifeh).

Purchase Information table with columns: Distribution Code (2043), Item Description (Supplies, AC Vent Covers (6)), and Amount (382.68).

Total \$ 382.68

Expense Coding Info table with fields for GL Code (57300), Fund, Audit, FAS, Function, Program, Activity, and Department.

Approvals section with Fiscal Dept. signature (Rae Wofford 2/3/22) and CEO(+\$1,000) line.

DELIVERY DETAILS

Standard Shipping

DELIVERY ADDRESS
Phyllis Kalifeh
1211 Governors Square Blvd Ste 200
Tallahassee, FL 32301

6 Items: Free Standard Shipping
1-4 Business Days

ORDER SUMMARY

Item Subtotal (6) \$355.98

Shipping (6)

Elima-Draft 24-in x 24-in
Magnetic Mount ...
Qty: 6 \$355.98

Shipping FREE

Tax \$26.70

Total \$382.68

PAYMENT

Payment Information:
VISA**6095

Billing Address:
Phyllis Kalifeh
1211 Governors Square Blvd
Ste 200
Tallahassee, FL 32301

Contact Information:
pkalifeh@thechildrenforum.co
m
(850) 487-6300

You've successfully subscribed to Lowe's Order Updates
You'll receive a text regarding your delivery item(s) shortly.

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER
 22-PO-28450

Vendor Information Shipping Information

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
01/31/2022	02/13/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Cash Back reward

Qty	Unit Type	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0	57500 004 01 01 01 100 NA 100	N/A	Cash Back reward	-200.00	0.000	-200.00

Approved

Approval Information

Colleen Groot Dir of Finance 02/03/2022 2:24 PM
 Lauren Wofford Accounting 02/03/2022 2:22 PM
 Colleen Groot Requester 02/03/2022 11:56 AM

TOTAL (\$200.00)

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



28450

Children's Forum
2807 Remington Green Circle
Tallahassee, FL 32308

Purchase Order

Purchase Information				Vendor Information			
<i>Date</i>	1/31/2022			<i>Vendor ID</i>	6427	<i>For Fiscal Use</i>	
<i>Purchase Description</i>	Annual Fee			<i>Vendor Name</i>	Capital One-Kalifeh		
				<i>Street Address</i>	PO Box 60599		
				<i>City</i>	City of Industry	CA	91716-0599
<i>Purchase/Service Date</i>			<i>Phone</i>		<i>Fax</i>		
<i>Requestor's Name/Dept</i>	Fiscal Specialist			<i>Invoice #</i>			
<i>Supervisor Approval</i>				<i>Terms (Due)</i>			

Purchase Information		
Distribution Code	Item Description	Amount
2006	Cash back reward	\$ (200.00)

Expense Coding Info		Total	\$ (200.00)
<i>GL Code</i>	57500	Approvals	
<i>Fund</i>		<i>Fiscal Dept.</i>	<i>Ron Wolff 2/3/22</i>
<i>Audit</i>		<i>CEO(+ \$1,000)</i>	
<i>FAS</i>			
<i>Function</i>			
<i>Program</i>			
<i>Activity</i>			
<i>Department</i>			

Payment Information	
Payment Due Date Feb 03, 2022	For online and phone payments, the deadline is 8pm ET.
New Balance \$3,532.68	Minimum Payment Due \$35.00
<p>LATE PAYMENT WARNING: If we do not receive your minimum payment by your due date, you may have to pay a \$39.00 late fee and your APRs may be increased up to the Penalty APR of 29.40%.</p> <p>MINIMUM PAYMENT WARNING: Even if you make no more charges with this card, if you make only the minimum payment each month we estimate you will never pay off the balance shown on this statement because your payment will be less than the interest charged each month.</p> <p>If you make more than the minimum payment each period, you will pay less in interest and pay off your balance sooner. For example, if you instead paid \$126.00 per month, you would pay off the balance shown on this statement in around 3 years.</p> <p>If you would like information about credit counseling services, call 1-888-326-8055.</p>	

Account Summary	
Previous Balance	\$2,214.53
Payments	- \$2,214.53
Other Credits	- \$200.00
Transactions	+ \$3,732.68
Cash Advances	+ \$0.00
Fees Charged	+ \$0.00
Interest Charged	+ \$0.00
New Balance	= \$3,532.68
Credit Limit	\$12,000.00
Available Credit (as of Jan 09, 2022)	\$8,467.32
Cash Advance Credit Limit	\$12,000.00
Available Credit for Cash Advances	\$8,467.32

Rewards Summary		Rewards as of: 01/07/2022	
Rewards Balance	\$77.93	Track and redeem your rewards with our mobile app or on capitalone.com	
Previous Balance	Earned This Period	Redeemed this period	
\$190.03	\$87.90	-\$200.00	

Account Notifications

i You are enrolled in AutoPay. You've selected to pay the New Balance shown on this statement, which will be debited from your bank account on your Scheduled Payment Date. If your payment is more than the current balance on your due date, we will only debit the current balance.

Pay or manage your account at capitalone.com

Customer Service: 1-800-867-0904

See reverse for Important Information



PHYLLIS K KALIFEH
 CHILDREN'S FORUM
 SUITE 200/FISCAL DEPARTMENT
 1211 GOVERNORS SQUARE BLVD
 TALLAHASSEE, FL 32301-2993




Save time, stay informed.
 Discover new features with
 the Capital One Mobile app.

Scan this QR Code with your phone's camera to download the top-rated Capital One Mobile app.

Payment Due Date: **Feb 03, 2022** Account ending in 6095

New Balance	Minimum Payment Due	Amount Enclosed
\$3,532.68	\$35.00	\$ _____

Capital One
 P.O. Box 60599
 City of Industry CA 91716-0599


Please send us this portion of your statement and only one check (or one money order) payable to Capital One to ensure your payment is processed promptly. Allow at least seven business days for delivery.

Payee Capital One
Vendor ID 6427

Account #:

22-00931
3/3/2022

Invoice	Description	Discount	Amount
22-PO-28549	Airline Ticket TEACH Symposium	\$0.00	\$363.34
22-PO-28550	Personal charge (has been reimbursed)	\$0.00	\$120.70
22-PO-28551	Supplies	\$0.00	\$153.74
22-PO-28552	Childrens Week Supplies	\$0.00	\$562.31
22-PO-28553	Retirement dinner	\$0.00	\$165.75
22-PO-28554	Parking for Children's Week	\$0.00	\$7.00

Total : \$0.00 \$1,372.84

22-00931

****One Thousand Three Hundred Seventy Two and 84/100 Dollars

3/3/2022

\$1,372.84

Capital One
PO Box 60599
City of Industry, CA 91716-0599

Payee Capital One
Vendor ID 6427

Account #:

22-00931
3/3/2022

Invoice	Description	Discount	Amount
22-PO-28549	Airline Ticket TEACH Symposium	\$0.00	\$363.34
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22-PO-28551	Supplies	\$0.00	\$153.74
22-PO-28552	Childrens Week Supplies	\$0.00	\$562.31
22-PO-28553	Retirement dinner	\$0.00	\$165.75
22-PO-28554	Parking for Children's Week	\$0.00	\$7.00

Total : \$0.00 \$1,372.84

Payment Information	
Payment Due Date Mar 03, 2022	For online and phone payments, the deadline is 8pm ET.
New Balance \$1,372.84	Minimum Payment Due \$15.00
<p>LATE PAYMENT WARNING: If we do not receive your minimum payment by your due date, you may have to pay a \$39.00 late fee and your APRs may be increased up to the Penalty APR of 29.40%.</p> <p>MINIMUM PAYMENT WARNING: Even if you make no more charges with this card, if you make only the minimum payment each month we estimate you will never pay off the balance shown on this statement because your payment will be less than the interest charged each month.</p> <p>If you make more than the minimum payment each period, you will pay less in interest and pay off your balance sooner. For example, if you instead paid \$49.00 per month, you would pay off the balance shown on this statement in around 3 years.</p> <p>If you would like information about credit counseling services, call 1-888-326-8055.</p>	

Account Summary	
Previous Balance	\$3,532.68
Payments	- \$3,532.68
Other Credits	\$0.00
Transactions	+ \$1,372.84
Cash Advances	+ \$0.00
Fees Charged	+ \$0.00
Interest Charged	+ \$0.00
New Balance	= \$1,372.84
Credit Limit	\$12,000.00
Available Credit (as of Feb 06, 2022)	\$10,627.16
Cash Advance Credit Limit	\$12,000.00
Available Credit for Cash Advances	\$10,627.16

Rewards Summary	Rewards as of: 02/04/2022	
Rewards Balance \$102.32	Track and redeem your rewards with our mobile app or on capitalone.com	
Previous Balance	Earned This Period	Redeemed this period
\$77.93	\$24.39	\$0.00

Account Notifications

i You are enrolled in AutoPay. You've selected to pay the New Balance shown on this statement, which will be debited from your bank account on your Scheduled Payment Date. If your payment is more than the current balance on your due date, we will only debit the current balance.

Pay or manage your account at capitalone.com

Customer Service: 1-800-867-0904

See reverse for Important Information



PHYLLIS K KALIFEH
 CHILDREN'S FORUM
 SUITE 200/FISCAL DEPARTMENT
 1211 GOVERNORS SQUARE BLVD
 TALLAHASSEE, FL 32301-2993



Save time, stay informed.
 Discover new features with the Capital One Mobile app.

Scan this QR Code with your phone's camera to download the top-rated Capital One Mobile app.

Payment Due Date: **Mar 03, 2022**

Account ending in 6095

New Balance	Minimum Payment Due	Amount Enclosed
\$1,372.84	\$15.00	\$ _____

Capital One
 P.O. Box 60599
 City of Industry CA 91716-0599


Please send us this portion of your statement and only one check (or one money order) payable to Capital One to ensure your payment is processed promptly. Allow at least seven business days for delivery.

EFT

Transactions

Visit capitalone.com to see detailed transactions.

PHYLLIS K KALIFEH #6095: Payments, Credits and Adjustments

Trans Date	Post Date	Description	Amount
Feb 3	Feb 3	CAPITAL ONE AUTOPAY PYMTAuthDate 03-Feb	- \$3,532.68

PHYLLIS K KALIFEH #6095: Transactions

Trans Date	Post Date	Description	Amount
Jan 13	Jan 15	GEORGIOS TORREYA GRILLTALLAHASSEEFL	\$165.75
Jan 22	Jan 24	TARGET 00019737TALLAHASSEEFL	\$85.92
Jan 22	Jan 24	HOBBY-LOBBY #469TALLAHASSEEFL	\$103.39
Jan 23	Jan 24	WAL-MART #1223TALLAHASSEEFL	\$241.83
Jan 23	Jan 24	WM SUPERCENTER #4520TALLAHASSEEFL	\$83.42
Jan 23	Jan 24	DOLLARTREETALLAHASSEEFL	\$22.75
Jan 23	Jan 24	DOLLAR TREETALLAHASSEEFL	\$25.00
Jan 24	Jan 25	ALLIANZ TRAVEL INSALLIANZINS.USVA	\$25.97
Jan 24	Jan 26	AMERICAN AIR0012327083477FORT WORTHX TK#: 0012327083477 PSGR: KALIFEH/PHYLLIS ORIG: TLH, DEST: CLT, S/O: O, CARRIER: AA, SVC: Q ORIG: CLT, DEST: RDU, S/O: X, CARRIER: AA, SVC: Q ORIG: RDU, DEST: MIA, S/O: X, CARRIER: AA, SVC: SX ORIG: MIA, DEST: TLH, S/O: X, CARRIER: AA, SVC: SX	\$266.70
Jan 24	Jan 26	AMERICAN AIR0010646205923FORT WORTHX TK#: 0010646205923 PSGR: KALIFEH/PHYLLIS ORIG: RVU, DEST: FEE, S/O: O, CARRIER: AA, SVC: Y	\$70.67
Jan 29	Jan 31	HOME2 SUITES TILLMANSMOBILEAL	\$120.70
Feb 1	Feb 2	COT-PARKING LOTSTALLAHASSEEFL	\$7.00
Feb 3	Feb 4	MICHAELS STORES 1551TALLAHASSEEFL	\$153.74

363.34

33.52
37.15

PHYLLIS K KALIFEH #6095: Total Transactions \$1,372.84

Total Transactions for This Period \$1,372.84

Fees

Trans Date	Post Date	Description	Amount
Total Fees for This Period			\$0.00

Interest Charged

Interest Charge on Purchases	\$0.00
Interest Charge on Cash Advances	\$0.00
Interest Charge on Other Balances	\$0.00
Total Interest for This Period	\$0.00



Scheduled Payments

Account Ending in ...6095

DATE	DESCRIPTION	CATEGORY	CARD	AMOUNT
Mar 03	AutoPay from Synovus Bank ...0301	Payment	Phyllis K. ...6095	-\$1,372.84

Electronic Payment Via EFT or ACH

Director of Finance Approval


President/CEO Approval >\$1,000

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER

22-PO-28549

Vendor Information Shipping Information

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
02/01/2022	03/11/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Airline Ticket TEACH Symposium

Qty	Unit Type	Qty Rec'd	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0		53000 864 02 01 02 801 NA 800	N/A	Airline Ticket TEACH Symposium	363.34	0.000	363.34

Approved

Approval Information

Colleen Groot Dir of Finance 03/03/2022 4:10 PM
 Cathy Hall Contracts Mgr 03/02/2022 4:07 PM
 Colleen Groot Requester 03/01/2022 11:43 AM

TOTAL \$363.34

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4

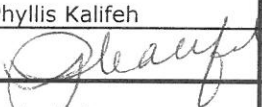


Control No. 28499

28549

Children's Forum
2807 Remington Green Circle
Tallahassee, FL 32308

Purchase Order

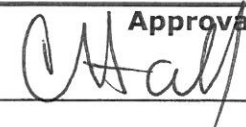
Purchase Order Information				Vendor Information					
Acct. No. (if applicable)				Vendor ID	6427		For Fiscal Use		
Purchase Description	American Airlines			Credit Card Payments					
				Credit Card Name:			Last 4		
				Checks/EFTs					
				Vendor Name	Capital One				
Purchase/Service Date	1/24/22	to	1/24/22	City			State		
Requestor's Name/Dept	Phyllis Kalifeh			Phone					
Department Approval				Invoice #					

For purchases over \$2,500, select method of procurement

- 3 Quotes
 Invitation to Bid
 Request for Proposal
 Invitation to Negotiate
 Sole Source
 Other: _____

Purchase Information		
Distribution Code	Item(s) Description	Amount
T.E.A.C.H. 2864	Airline Ticket to North Carolina for T.E.A.C.H. Annual Symposium	\$ 337.37 ✓
	Allianz Travel Insurance	\$ 25.97 ✓
Total		\$ 363.34

Expense Coding Info	
GL Code	53000?
Fund	.
Audit	
FAS	
Function	
Program	
Activity	
Department	

Approvals	
Fiscal	
CEO(>\$1,000)	



Visa XXXXXXXXXXXXX6095

Phyllis Kalifeh

DOCUMENT NUMBER 0010646205923

MAIN CABIN EXTRA/CLT-RDU

AMOUNT \$ 31.18 USD

TAX \$ 2.34

TOTAL \$ 33.52 USD

DOCUMENT NUMBER 0010646205923

MAIN CABIN EXTRA/TLH-CLT

AMOUNT \$ 34.56 USD

TAX \$ 2.59

TOTAL \$ 37.15 USD

3 70.67

Hotel offers

Car rental offers

Buy trip insurance

Things to do

[Contact us](#) | [Privacy policy](#)

Get the American Airlines app

NRID: I274427231150717268373

Phyllis Kalifeh

From: Phyllis Kalifeh <pkkalifeh@me.com>
Sent: Monday, February 14, 2022 10:05 AM
To: Phyllis Kalifeh
Subject: Fwd: Your trip confirmation (TLH - RDU)

pkkalifeh@me.com appears similar to someone who previously sent you email, but may not be that person. [Learn why this could be a risk](#)

Sent from my iPhone

Begin forwarded message:

From: American Airlines <no-reply@notify.email.aa.com>
Date: January 24, 2022 at 2:28:03 PM EST
To: pkkalifeh@me.com
Subject: Your trip confirmation (TLH - RDU)



Issued: January 24, 2022



Record Locator: QDQMAJ

We charged \$266.70 to your card ending in 6095 for your ticket purchase.

A face covering is required while flying on American, except for children under 2 years old. You are also required to wear a face covering while in the airport before and after your flight. Read more about travel requirements.

You'll need your record locator to find your trip at the kiosk and when you call Reservations.

Earn up to \$200 Back
Plus, 40,000 bonus miles. Terms Apply.
Learn more



Your payment

Credit Card (Visa ending 6095)	\$266.70
Total paid	\$266.70 ✓

Your purchase

PHYLLIS KALIFEH
AAdvantage #: 219HPX2

New ticket	\$266.70
Ticket #: 0012327083477	
[\$205.58 + Taxes and fees \$61.12]	

Total	\$266.70
--------------	-----------------

Total cost (all passengers)	\$266.70
------------------------------------	-----------------

Bag information

Checked bags

TLH - RDU

Online*

1st bag

2nd bag

Airport

1st bag

2nd bag

Phyllis Kalifeh

From: Phyllis Kalifeh <pkkalifeh@me.com>
Sent: Monday, February 14, 2022 10:03 AM
To: Phyllis Kalifeh
Subject: Fwd: Your travel insurance plan: AMR15177354233

pkkalifeh@me.com appears similar to someone who previously sent you email, but may not be that person. [Learn why this could be a risk](#)

Sent from my iPhone

Begin forwarded message:

From: Allianz Global Assistance <donotreplypolicy@allianzassistance.com>
Date: January 24, 2022 at 2:22:16 PM EST
To: pkkalifeh@me.com
Subject: Your travel insurance plan: AMR15177354233
Reply-To: donotreplypolicy@allianzassistance.com



Here's your plan information

Hi PHYLLIS,

Thank you for protecting your trip with us.

Your insurance plan at a glance

Plan:
Domestic Travel Protector
Plus

Purchase Date:
January 24, 2022

Plan Number:
AMR15177354233

Effective Date:
January 25, 2022

Total Amount Paid:
\$25.97 ✓

Travel Date(s):
Apr. 19, 2022 – Apr. 22, 2022

[Read full plan details](#)

If you're not completely satisfied, you have 15 days (or more, depending on your state of residence) to request a refund, provided you haven't started your trip or initiated a claim. Premiums are non-refundable after this period.

Please save this email for future reference, and be sure to review your full plan documents using the button above. Let us know if you have additional non-refundable reservations (lodging, rental car, or activities), and would like to include these in your insurance coverage.

You can easily [make changes to your plan](#) on our website. If you have questions, [contact us online](#) or call [1-800-284-8300](tel:1-800-284-8300).

Sincerely,
Allianz Global Assistance



The Allianz TravelSmart™ App

TravelSmart™ with our free app to access your benefits on the go, connect with 24-hour assistance, file claims quickly, and more.

State of Florida Authorization to Incur Travel Expenses	Name: Phyllis Kalifch	Official Headquarters: Children's Forum	Date: 2.9.22
Department: T.E.A.C.H.	Division:	Distribution or Fund: 2864	%

Purpose of Trip: T.E.A.C.H. Early Childhood® and Child Care WAGES®
2022 National Early Childhood Education Workforce Convening

Destination: Chapel Hill, NC

Conference or convention travel: Explanation of benefits accruing to the State of Florida Meetings, councils, site visits, monitoring, training, summits, conferences and all activities related to the Children's Forum, Inc. and its funders' mission to ensure access, affordability and quality of early learning services for all of FL's children and families and build support systems to promote positive experiences and outcomes for young children.

Total Estimated Meals & Per Diem (dates w/ amnt):

Registration Fee:



Transportation (car rental and/or airfare): Avis

Hotel	Hotel Name	Confirm	Rate	Nights	Cost	
	Courtyard		139	3	\$ 417.00	
Flights	Airline	Departing Flight	Time	Returning Flight	Time	Cost
	American Airlines	AA5529	10:49am	AA2536	11:06	\$ 337.37

TOTAL ESTIMATED COST FOR TRIP \$ 1,499.37

Comments: (indicate if you are riding w/ another person if transportation not in your name) 12 attending conference 2 vans rented

I hereby certify that travel as shown above is to be incurred in connection with official business of the State

Signed: 	Approved by Supervisor: 
Date: 2-9-22	Date: 2-9-22

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER
22-PO-28550

Vendor Information **Shipping Information**

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
02/01/2022	03/11/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Personal charge (has been reimbursed)

Qty	Unit Type	Received Rec'd Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0	57500 004 01 01 01 100 NA 100	N/A	Personal charge (has been reimbursed)	120.70	0.000	120.70

Approved

Approval Information

Colleen Groot	Dir of Finance	03/03/2022 4:11 PM
Lauren Wofford	Accounting	03/02/2022 2:40 PM
Colleen Groot	Requester	03/01/2022 11:45 AM

TOTAL \$120.70

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



28550

Children's Forum
2807 Remington Green Circle
Tallahassee, FL 32308

Purchase Order

Purchase Order Information				Vendor Information					
Acct. No. (if applicable)				Vendor ID	6427		<i>For Fiscal Use</i>		
Purchase Description	Home 2 Suites			Credit Card Payments					
				Credit Card Name:			Last 4		
				Checks/EFTs					
				Vendor Name	Capital One				
				Street Address					
Purchase/Service Date	1/29/22	to	1/29/22	City	State		Zip		
Requestor's Name/Dept	Phyllis Kalifeh			Phone					
Department Approval	<i>[Signature]</i>			Invoice #					

For purchases over \$2,500, select method of procurement

- 3 Quotes
 Invitation to Bid
 Request for Proposal
 Invitation to Negotiate
 Sole Source
 Other: _____

Purchase Information		
Distribution Code	Item(s) Description	Amount
Forum (04) <i>2006</i>	Hotel accidentally charged to Forum card rather than personal card	\$ 120.70
	Reimbursed by PK's personal check \$120.70	
Total		\$ 120.70

Expense Coding Info	
GL Code	57500
Fund	
Audit	
FAS	
Function	
Program	
Activity	
Department	

Approvals	
Fiscal	<i>[Signature]</i> 3/2/22
CEO(>\$1,000)	_____



Name and Address

KALIFEH, PHYLLIS
5419 PIMLICO DRIVE
TALLAHASSEE, FL 32309

Hotel Address

5460 INN ROAD
MOBILE, AL 36619

**HOME2 SUITES BY HILTON MOBILE WEST
110 TILLMANS CORNER**

Reservations
www.home2suites.com or
1-877-6Home02

Confirmation # 88201023

Room 103/NKS
Arrival Date 01/28/22
Departure Date 01/29/22
Adult/Child 1/0
Room Rate \$105.00
Rate Plan S-GVC
Honors # 610503288
Airline:

01/29/22 PAGE 1

DATE	REFERENCE	DESCRIPTION	AMOUNT
01/28/22	248666	GUEST ROOM	\$105.00
01/28/22	248666	RM - STATE TAX	\$4.20
01/28/22	248666	RM - OCCUPANCY TAX	\$2.10
01/28/22	248666	RM - CITY TAX	\$8.40
01/28/22	248666	RM - TOURISM ASSESSMENT TAX	\$1.00
01/29/22	248782	*****6095	(\$120.70)
		** BALANCE **	\$0.00

The on-line eFolio is a courtesy informational service, subject to [Privacy Policy](#) and [Site Usage](#); actual folio kept in hotel records.



STEPHEN KALIFEH OR
PHYLLIS K KALIFEH
5419 PIMLICO DR
TALLAHASSEE, FL 32309

284

63-1278/631
409

Feb. 14, 2022

CHECK ARMOR
ELECTRONIC

PAY to the
order of

Children's Town

\$ 120.00

One hundred twenty and 00/100 Dollars

Photo
Deposit
Circle on back



HANCOCK
WHITNEY

Note accidental
For Charge to Town Card

[Signature]

284

⑆063112786⑆ 0063409589⑈

Payment Chain

COLONIAL CLASSIC®

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER

22-PO-28551

Vendor Information Shipping Information

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
02/01/2022	03/11/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Supplies

Unit Qty	Type	Received Qty	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0	57300 005 02 01 02 100 40129 100	N/A	Supplies	153.74	0.000	153.74

Approved

Approval Information

Colleen Groot Dir of Finance 03/03/2022 4:11 PM
 Lauren Wofford Accounting 03/02/2022 2:40 PM
 Colleen Groot Requester 03/01/2022 11:50 AM

TOTAL \$153.74

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



Control No. 28501

28551

Children's Forum
2807 Remington Green Circle
Tallahassee, FL 32308

Purchase Order

Purchase Order Information and Vendor Information form. Includes fields for Acct. No., Vendor ID (6427), Purchase Description (Michaels), Purchase/Service Date (2/3/22 to 2/3/22), Requestor's Name (Phyllis Kalifeh), and various procurement method checkboxes.

Table with 3 columns: Distribution Code, Item(s) Description, Amount. Row 1: Children's Week 2021, Frames and mats for thank you gifts for contributors, \$ 153.74. Total: \$ 153.74.

Expense Coding Info table with rows for GL Code (57300), Fund, Audit, FAS, Function, Program, Activity, and Department.

Approvals section containing 'Fiscal' and 'CEO(>\$1,000)' fields with handwritten signatures and dates.

Michaels

Made by you™

MICHAELS STORE #1551 (850)878-5622

1524 GOVERNORS SQ. BLVD.

TALLAHASSEE, FL 32301

Rewards Number: LMR90143773852

8-9845-9415-4819-9091-4128-4115-1656-8378



33209 SALE 4784 1551 003 2/03/22 13

1 BELMONT 5X 886946619861 2 @ 9.99 19.98

(TURN VALUE 5.00)

1 BELMONT 5X 886946619861 9.99

2 @ .00 .00

(TURN VALUE 4.99)

BUY1 GT1 FR 19.98-

1 BELMONT 5X 886946873461 1 @ 9.99 9.99

(TURN VALUE 5.00)

1 BELMONT 5X 886946873461 9.99

1 @ .00 .00

(TURN VALUE 4.99)

BUY1 GT1 FR 9.99-

1 5X7 LT GRE 191518173833 2 @ 14.99 29.98

1 BELMONT 5X 886946619861 1 @ 9.99 9.99

1 5X7 BLAC 886946462412 1 @ 19.99 19.99

1 4X6 BLK W/ 191518169317 3 @ 7.99 23.97

1 7 4X6 DB SW 886946059667 8 @ 2.99 23.92

1 4X6 GL RED BLK 191518587067 4 @ 1.99 7.96

1 5X7 4X6 SN 400100102497 4 @ 1.99 7.96

TAXABLE TOTAL

YOU SAVED \$ 29.97
TOTAL 153.74

COUPON NUMBER *****6095

APPROVAL: 095946 CHIP ONLINE

Application Label: VISA CREDIT

ID: A000000031010

NR: 0880008000

SI: E800

This receipt expires at 60 days on 04/03/22

Previous Michaels Rewards Balance: \$0.00

Click. Buy. Create. Shop michaels.com today!

Get Savings & Inspiration! Text* SIGNUP to 273

To Sign Up for Email & Text Messages.

*Msg & Data Rates May Apply

You will receive 1 autodialed message

with a link to join Michaels alerts.

Aaron Brothers

Custom Framing

New! Now in Over 1,200 Michaels Stores & Online

THANK YOU FOR SHOPPING AT MICHAELS

Dear Valued Customer:

Michaels return and coupon policies are available

at michaels.com and in store at registers.

*** Please be advised, effective April 15th, 2021

we will be moving from a 180 day return policy

policy from the date of purchase.

For more information,

Michaels

Made by you™

MICHAELS STORE #1551 (850)878-5622

1524 GOVERNORS SQ. BLVD.
TALLAHASSEE, FL 32301

Rewards Number: LMR90143773852

8-9845-9415-4819-9091-4128-4115-1656-8378



33209 SALE	4784 1551 003	2/03/22	13
1 BELMONT 5X 886946619861	2 @ 9.99		19.98
URN VALUE 5.00)			
1 BELMONT 5X 886946619861	2 @ .00		.00
URN VALUE 4.99)			
BUY1 GT1 FR 19.98-			
1 BELMONT 5X 886946873461	1 @ 9.99		9.99
URN VALUE 5.00)			
1 BELMONT 5X 886946873461	1 @ .00		.00
URN VALUE 4.99)			
BUY1 GT1 FR 9.99-			
1 5X7 LT GRE 191518173833	2 @ 14.99		29.98
1 BELMONT 5X 886946619861	1 @ 9.99		9.99
1 ME 5X7 BLAC 886946462412	1 @ 19.99		19.99
1 4X6 BLK W/ 191518169317	3 @ 7.99		23.97
7 4X6 DB SW 886946059667	8 @ 2.99		23.92
1 GL RED BLK 191518587067	4 @ 1.99		7.96
1 5X7 4X6 SN 400100102497	4 @ 1.99		7.96
TAXABLE TOTAL			

YOU SAVED \$ 29.97
TOTAL 153.74

CARD NUMBER *****6095
CARD NUMBER 153.74
CARD NUMBER 09594G CHIP ONLINE
CARD NUMBER Application Label: VISA CREDIT
CARD NUMBER A0000000031010
CARD NUMBER 0880008000
CARD NUMBER E800

This receipt expires at 60 days on 04/03/22
Previous Michaels Rewards Balance: \$0.0

Click. Buy. Create. Shop michaels.com today!
Get Savings & Inspiration! Text* SIGNUP to 273
To Sign Up for Email & Text Messages.
*Msg & Data Rates May Apply
You will receive 1 autodialed message
with a link to join Michaels alerts.

Aaron Brothers
Custom Framing

New! Now in Over 1,200 Michaels Stores & Online
THANK YOU FOR SHOPPING AT MICHAELS

Dear Valued Customer:
Michaels return and coupon policies are available
at michaels.com and in store at registers.
*** Please be advised, effective April 15th, 2021
we will be moving from a 180 day return policy
to a 90 day return policy from the date of purchase.
For more information.

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER
 22-PO-28552

Vendor Information Shipping Information

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
02/01/2022	03/11/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Childrens Week Supplies

Qty	Unit Type	Qty Rec'd	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0		57300 005 02 01 02 100 40129 100	N/A	Childrens Week Supplies	562.31	0.000	562.31

Approved

Approval Information

Colleen Groot Dir of Finance 03/03/2022 4:12 PM
 Lauren Wofford Accounting 03/02/2022 2:41 PM
 Colleen Groot Requester 03/01/2022 11:53 AM

TOTAL \$562.31

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



28552

Children's Forum 2807 Remington Green Circle Tallahassee, FL 32308

Purchase Order

Purchase Order Information				Vendor Information				
Acct. No. (if applicable)				Vendor ID	6427	<i>For Fiscal Use</i>		
Purchase Description	Children's Week Items for Centerpieces and Sandwiches for Kids Lunches			Credit Card Payments				
				Credit Card Name:			Last 4	
				Checks/EFTs				
				Vendor Name	Capital One Credit Card			
				Street Address				
Purchase/Service Date	1/22/22	to	1/23/22	City		State	Zip	
Requestor's Name/Dept	Phyllis Kalifeh			Phone				
Department Approval	<i>Phyllis Kalifeh</i>			Invoice #				
For purchases over \$2,500, select method of procurement				<input type="checkbox"/> 3 Quotes <input type="checkbox"/> Invitation to Bid <input type="checkbox"/> Request for Proposal <input type="checkbox"/> Invitation to Negotiate <input type="checkbox"/> Sole Source <input type="checkbox"/> Other: _____				

Purchase Information		
Distribution Code	Item(s) Description	Amount
Children's Week Expenses	Dollar Tree -- Mirrors for Centerpieces ✓	\$ 25.00
"	Dollar Tree -- Mirrors for Centerpieces ✓	\$ 22.75
"	Hobby Lobby -- Flowers and Jute for Centerpieces ✓	\$ 103.39
"	Target -- Mason Jars for Centerpieces and Sandwiches for Kids Lunches ✓	\$ 85.92
"	WalMart -- LED Lights for Centerpieces ✓	\$ 83.42
"	WalMart -- LED Lights for Centerpieces and Batteries for LED Lights ✓	\$ 241.83
2027		
	Total	\$ 562.31

Expense Coding Info	
GL Code	57300
Fund	
Audit	
FAS	
Function	
Program	
Activity	
Department	

Approvals	
Fiscal	<i>Law Wolff</i> 3/2/22
CEO(>\$1,000)	

Flowers and
Jute for
Centerpieces

Children's Week
2022

HOBBY LOBBY

Super Savings, Super Selection!

3120 Bradfordville Road
Tallahassee, FL 32309
Hobby Lobby Store #460 (850) 668-4052

S-460 R-1 T-2593 GABRIELLE M SALE

6500000	Floral	99.90 N
0 @ 9.99 ea		
0000000	Craft	3.45
TOTAL		103.35
TOTAL		0.0
TAL		103.35

EXEMPT CUSTOMER



Tallahassee North - 850-894-3213
3700 Bradfordville Rd
Tallahassee, Florida 32309-1943
01/22/2022 08:02 PM



UNIT #: *****6095
#: 08668G
VISA INSERTED
CAPITAL ONE VISA
*****6095
AUTH # RESP ISO
221042 08668G ISO 00
0000000031010
300 AUTH CUP 10
K000 0000
SALE UNIT
0010733ADA000

ERY			
020103	SMUCKERS	NF	\$49.1
	4 @ \$12.49 ea		
CHEN			
054039	12CT REGULAR	N	\$35.
	4 @ \$8.99 ea		
	SUBTOTAL		\$85
	NO TAX		\$0
	TOTAL		\$85
	*6095 VISA CHARGE		\$85
	AID: A0000000031		
	CAPITAL ONE V		
	AUTH CODE: 062		

No. Signature
CHARGE DUE 0.00

Number of Items Purchased

Follow us again.
Facebook.
Hobby Lobby App

www.hobbylobby.com



1025930122220

1/22/22 05:51 PM

RETURN POLICY

Hobby Lobby values customer satisfaction,
with or without the receipt.

WITH ORIGINAL SALES RECEIPT:

Within 90 days of purchase, we will gladly exchange the merchandise, give a store credit, or issue a refund based on the original method of payment. There will be a wait of 10 calendar days on check purchases, or merchandise credit can be issued.*

WITHOUT ORIGINAL SALES RECEIPT:

May exchange the merchandise or be issued a merchandise credit based on the lowest selling price in the 90 days. Valid ID is required.

*Returns or exchanges of Sewing and Embroidery machines, Cricut® and Cricut® products are prohibited unless accompanied by original product packaging.

#2-2022-1973-0076-1311-9 VCD#755-254

Help make your Target Run better.
Take a 2 minute survey about today's trip

informtarget.com
User ID: 7797 7802 7992
Password: 386 881

CUÉNTENOS EN ESPAÑOL

Please take this survey with us

- Sandwiches for Children's
Lunch
- Mason jars for centerpieces

Flowers and
Jute for
Centerpieces

Children's Week
2022

HOBBY LOBBY

Super Savings, Super Selection!

3700 Bradfordville Road
Tallahassee, FL 32309
Hobby Lobby Store #460 (850) 668-4052

S-460 R-1 T-2593 GABRIELLE M SALE

6500000	Floral	99.90 N
3 @ 9.99 ea		
1000000	Craft	3.45
TOTAL		103.35
TOTAL		0.0
TAL		103.35
EXEMPT CUSTOMER		

JNI #: *****6095

#: 08668G

VISA

INSERTED

CAPITAL ONE VISA

4 *****6095

AUTH #

RES #

221042 08668G

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Tallahassee North - 850-894-3213
3700 Bradfordville Rd
Tallahassee, Florida 32309-1943
01/22/2022 08:02 PM



DEERY			
020103	SMUCKERS	NF	\$49.90
	4 @ \$12.49 ea		
CHEN			
054039	12CT REGULAR	N	\$35.00
	4 @ \$8.99 ea		

SUBTOTAL	\$85.00
NO TAX	\$0.00
TOTAL	\$85.00
*6095 VISA CHARGE	\$85.00
AID: A0000000031	
CAPITAL ONE V	
AUTH CODE: 062	

#2-2022-1973-0076-1311-9 VCD#/55-254

Help make your Target Run better.
Take a 2 minute survey about today's trip

informtarget.com
User ID: 7797 7802 7992
Password: 386 881

CUÉNTENOS EN ESPAÑOL

Please take this survey within 14 days

RETURN POLICY

Hobby Lobby values customer satisfaction,
with or without the receipt.

WITH ORIGINAL SALES RECEIPT:
Within 90 days of purchase, we will gladly exchange the merchandise, give a store credit, or issue a refund based on the original method of payment. There will be a wait of 30 calendar days on check purchases, or merchandise credit can be issued.*

WITHOUT ORIGINAL SALES RECEIPT:
We may exchange the merchandise or be issued a merchandise credit based on the lowest selling price in the store within 90 days. Valid ID is required.

*Returns or exchanges of Sewing and Embroidery machines, Cricut® and Cricut® products are prohibited unless accompanied by original receipt and unopened packaging.

- Sandwiches for Children's
Lunch
- Mason jars for Centerpieces

Children's Week
2022

Give us feedback @ survey.walmart.com
Thank you! ID #: 7RDB5K1KYHL



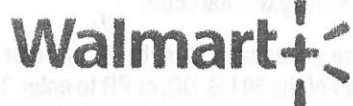
850-656-2151 Mgr: CARNESIA
4021 LAGNIAPPE WAY
TALLAHASSEE FL 32317

ST#	04520	OP#	005456	TE#	14	TR#	07932
30CT LED TW	489518550080						3.88 X
30CT LED TW	489518550080						3.88 X
JCT LED TW	489518550080						3.88 X
JCT LED TW	489518550080						3.88 X
JCT LED TW	489518550080						3.88 X
JCT LED TW	489518550080						3.88 X
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JCT LED TW	489518550152						3.88 X
JCT LED TW	489518550152						3.88 X

* VOIDED ENTRY **
SUBTOTAL 77.60
TAX 1 7.500 % 5.82
TOTAL 83.42
VISA TEND 83.42

WIRE BNT VISA ** **** ** 6095 I 1
PROVIDE # 075136
E # 1042000314
AMS ID - 382023581562102
LIORATION - CFCU
YMENT SERVICE - E
0 80000000031010
D3385ACD24C844BE
MINAL # 805092748
SIGNATURE REQUIRED
01/23/22 11:09:19
CHANGE DUE 0.00
ITEMS SOLD 20

TC# 9706 9791 3253 9998 8876



Give them the gift
of membership
Scan to gift today.

01/23/22 11:09:19

*LED Fairy Lights
and Batteries
for Centerpieces*

Give us feedback @ survey.walmart.com
Thank you! ID #: 7RDB5ZF7SW4



WM Supercenter
850-668-2511 Mgr. MICHAEL
5500 THOMASVILLE RD
TALLAHASSEE FL 32312

SI#	01223	OP#	009027	TE#	27	TR#	08217
WIRE LIGHTS	764878620640						6.00 X
WIRE LIGHTS	764878620640						6.00 X
WIRE LIGHTS	764878620640						6.00 X
WIRE LIGHTS	764878620640						6.00 X
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WIRE LIGHTS	764878620640						6.00 X
WIRE LIGHTS	764878620640						6.00 X
WIRE LIGHTS	764878620640						6.00 X
BATTERIES	012800516170						18.74 X
BATTERIES	012800516170						18.74 X
BATTERIES	012800516170						18.74 X
BATTERIES	012800516170						18.74 X

SUBTOTAL 224.96
TAX 1 7.5000 % 16.87
TOTAL 241.83
VISA TEND 241.83
CHANGE DUE 0.00

VISA- 6095 I 1 APR 05357G
PURCHASE
1042000314
AMS ID 382023581562102
MINAL # 805092748
Signature Required
01/23/22 09:26:11

ITEMS SOLD 29
TC# 6797 7517 8787 1099 7



Introducing Walmart
Join today at walmart.com/plu

Low prices You Can Trust. E

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER

22-PO-28553

Vendor Information Shipping Information

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
02/01/2022	03/11/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Retirement dinner

Qty	Unit Type	Received Date	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0	51101 004 01 01 01 100 NA 100	N/A	Retirement dinner	165.75	0.000	165.75

Approved

Approval Information

Colleen Groot Dir of Finance 03/03/2022 4:12 PM
 Lauren Wofford Accounting 03/02/2022 2:41 PM
 Colleen Groot Requester 03/01/2022 11:55 AM

TOTAL \$165.75

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



Control No. 28503

28553

**Children's Forum
2807 Remington Green Circle
Tallahassee, FL 32308**

Purchase Order

Purchase Order Information				Vendor Information					
Acct. No. (if applicable)				Vendor ID	6427	For Fiscal Use			
Purchase Description	Georgio's (Mrs - to Cap)			Credit Card Payments					
	Credit Card Name:				Last 4				
				Checks/EFTs					
Purchase/Service Date				1/13/22		to		1/13/22	
Requestor's Name/Dept				PHYLLIS KALIFEH		City		TALLAHASSEE	
Department Approval				<i>(Signature)</i>		State		FL	
				Phone		Zip			
				Invoice #					
For purchases over \$2,500, select method of procurement				<input type="checkbox"/> 3 Quotes <input type="checkbox"/> Invitation to Bid <input type="checkbox"/> Request for Proposal					
				<input type="checkbox"/> Invitation to Negotiate <input type="checkbox"/> Sole Source <input type="checkbox"/> Other: _____					

Purchase Information		
Distribution Code	Item(s) Description	Amount
2006	Retirement Dinner for Kerri Cloud and Kate Nunez	\$ 165.75
	(Phyllis' meal was included on this receipt. A personal check # 102 to reimburse for those costs was provided for \$39.98).	
Total		\$ 165.75

Expense Coding Info	
GL Code	51101
Fund	
Audit	
FAS	
Function	
Program	
Activity	
Department	

Approvals	
Fiscal	<i>Ran Woffel 3/2/22</i>
CEO(>\$1,000)	

Kate Nunez :
 Kerri Cloud's meals
 Retirement Dinner
 1/13/22

Georgio's
 2971 Apalachee Pkwy
 Tallahassee FL 32301
 (850) 877-3211

Server: Morgan DOB: 01/1
 1:02 PM 01/1
 Table 70/5 2

SALE

3 2
 ID #XXXXXXXXXXXX6095
 Magnetic card present: KALIFEH PHYLL
 Entry Method: S

Terminal: 07379G

Amount: \$
 + Included Gratuity: \$
 = Total: \$
 + Additional Tip: _____
 = Grand Total: _____

I agree to pay the above
 total amount according to the
 card issuer agreement.

X _____

Guest Copy

Georgio's
 2971 Apalachee Pkwy
 Tallahassee FL 32301
 (850) 877-3211

Server: Morgan 01/13/2022
 Table 70/5 7:49 PM
 Seats: 0 20010
 Order Type: Order
 Server: SERVER

Apple Cider btl	6.00
Filet Mignon	39.00
Grilled Salmon (2 @31.00)	62.00
Roasted Time (2 @7.00)	14.00
PU TORTE	9.00
total	130.00
StateTax X Tax	9.75
Subtotal	139.75
Tip 20.00%	26.00
total	165.75

Balance Due 165.75

Thank you for your
 Patronage!

Phyllis' meal: 31.00
 Tax : 2.32
 Tip: 6.66

 \$ 39.98

Pd. ck. #102

STEPHEN KALIFEH OR PHYLLIS KALIFEH
5419 PIMLICO DR
TALLAHASSEE, FL 32309

Jan 14, 2022
Date

\$39.98

Pay to the Order of *Children's Savings*

Dollars

 HANCOCK
WHITNEY

Remb. for kerni 'katie'
For *Advanced dinner*

Phyllis Kalifeh
MP

⑆063112786⑆ 0063680142⑈ 0102

Handwritten Clavis

ECQUENT

102

63-1278631
01

CHECK AMOUNT
BY ABBOTT COLLECTION

photo
Safe
Deposit
boxes
at
Hancock

Rate Nunez :
 Kerri Cloud's meals
 Retirement Dinner
 1/13/22

Georgio's
 2971 Apalachee Pkwy
 Tallahassee FL 32301
 (850) 877-3211

Server: Morgan DOB: 01/1
 1:02 PM 01/1
 Date 70/5 2

SALE

Age 2
 ID #XXXXXXXXXXXX6095
 Credit card present: KALIFEH PHYLLIS
 Entry Method: S

Account: 07379G

Amount: \$
 + Included Gratuity: \$
 = Total: \$
 + Additional Tip: _____
 = Grand Total: _____

I agree to pay the above
 total amount according to the
 card issuer agreement.

X _____

Guest Copy

Georgio's
 2971 Apalachee Pkwy
 Tallahassee FL 32301
 (850) 877-3211

Server: Morgan 01/13/2022
 Date 70/5 7:49 PM
 Items: 0 20010
 Order Type: Order
 Server: SERVER

Apple Cider btl	6.00
Filet Mignon	39.00
Grilled Salmon (2 @ 31.00)	62.00
Prime (2 @ 7.00)	14.00
PU TORTE	9.00
total	130.00
State Tax X Tax	9.75
Subtotal	139.75
Tip 20.00%	26.00
total	165.75

Balance Due 165.75

Thank you for your
 Patronage!

Phyllis' meal: 31.00
 Tax : 2.32
 Tip: 6.66

 \$ 39.98

Pd. ck #102

Childrens Forum Inc.

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

PURCHASE ORDER
22-PO-28554

Vendor Information Shipping Information

Capital One
 PO Box 60599
 City of Industry, CA 91716-0599
 Phone - / Fax -

1211 Governors Square Blvd.
 STE 200
 Tallahassee, FL 32301
 (850)487-6300
 Kate Nunez

Date	Require Date	Prepared By	Workflow	Status	Description
02/01/2022	03/11/2022	Colleen Groot	Accounting	Documents Transferred to Abila	Parking for Children's Week

Qty	Unit Type	Received Rec'd	Account Information	Item Number	Item Description	Unit Price	Tax %	Total
1	EA	0	57500 005 02 01 02 100 40129 100	N/A	Parking for Children's Week	7.00	0.000	7.00

Approved

Approval Information

TOTAL \$7.00

Colleen Groot Dir of Finance 03/03/2022 4:13 PM
 Lauren Wofford Accounting 03/02/2022 2:41 PM
 Colleen Groot Requester 03/01/2022 11:57 AM

This Purchase Order Authorizes the purchase of the items or services in the quantities and the amounts specified above by the purchaser identified above on the presentation of proper identification at time of purchase.

The Purchase Order # number must appear on billing invoices and packages and billing of the purchase must be submitted to the address shown above.

Organization Name is exempt from payment of State sales tax under Exemption # 85-8012541150C-4



28554

Children's Forum
2807 Remington Green Circle
Tallahassee, FL 32308

Purchase Order

Purchase Order Information				Vendor Information			
Acct. No. (if applicable)				Vendor ID	6427	For Fiscal Use	
Purchase Description	Kleman Plaza Capital One Charges			Credit Card Payments			
				Credit Card Name:			Last 4
				Checks/EFTs			
Purchase/Service Date	2/1/22	to	2/1/22	Vendor Name	Capital One		
Requestor's Name/Dept	Phyllis Kalifeh			Street Address			
Department Approval				City	State	Zip	Invoice #
For purchases over \$2,500, select method of procurement				<input type="checkbox"/> 3 Quotes <input type="checkbox"/> Invitation to Bid <input type="checkbox"/> Request for Proposal <input type="checkbox"/> Invitation to Negotiate <input type="checkbox"/> Sole Source <input type="checkbox"/> Other: _____			

Purchase Information		
Distribution Code	Item(s) Description	Amount
Children's Week 2027	Parking at Kleman Plaza for Children's Week	\$ 7.00
Total		\$ 7.00

Expense Coding Info	
GL Code	57500
Fund	
Audit	
FAS	
Function	
Program	
Activity	
Department	

Approvals	
Fiscal	3/2/22
CEO(>\$1,000)	

Parking - CW
\$7.00



City of Tallahassee Kleman Garage
Kleman Garage
Outside5 Entry
(850) 561-3066
Arrived: 8:52 AM 01 Feb 20

10289

PAY FOR PARKING

ext PAY to (850) 561-3066

If payment you have \$7.00
to exit



Powered By

SI

Parking - CW
\$7.00



CITY OF
TALLAHASSEE

City of Tallahassee Kleman Garage

Kleman Garage

Outside Entry

(850) 561-3066

Arrived 8:52 AM 01 Feb 2012

10289

PAY FOR PARKING

ext PAY to (850) 561-3066

or you have an exit



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