2013

SGA Event Audit Reports 2013-2014

Student Government Association BBC, Florida International University

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Student Government Council
Event Audit Reports
July 2013 - June 2014
**Event Audit Report**

<table>
<thead>
<tr>
<th>Organization/Department:</th>
<th>Bay Vista Hall Council</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Representatives Name:</td>
<td>Lavern Morant</td>
<td>Position: Advisor</td>
</tr>
<tr>
<td>Phone:</td>
<td>305 - 919- 5583</td>
<td>Advisor: Lavern Morant</td>
</tr>
<tr>
<td>Event:</td>
<td>Chipotle Night</td>
<td></td>
</tr>
<tr>
<td>Date: 06/13/13</td>
<td>Time: 8:00pm</td>
<td>Location: Bay Vista Housing</td>
</tr>
</tbody>
</table>

**Attendance (please attach sign-in sheet)**

<table>
<thead>
<tr>
<th>Students:</th>
<th>31</th>
<th>Community:</th>
<th>NA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty/Staff:</td>
<td>NA</td>
<td>Total:</td>
<td>31</td>
</tr>
</tbody>
</table>

**SGC Financial Support**

- Opening Balance: $1,750
- Amount Spent: $196.80
- Closing Balance: $1,553.20

**What was the purpose of this event? Was that purpose accomplished?**

This was a social event that allowed residents to socialize with each other. The event was successful because a heat game was going on in the community room, therefore many residents came out to the event.

**What was positive about this event? Why?**

We had 31 residents who attended the event, this was positive because that was almost half the amount of residents in the building.

**What was negative about this event? Why?**

The food was late; Chipotle forgot our order.

**Should this event be done again next year?**

Yes, the residents liked the chipotle.

Please attach any articles, flyers, or photos.

**Signature:** L. Morant  
**Date:** 06/28/13

**Advisors Signature:** L. Morant  
**Date:** 06/28/13
Amount Requested
$ 196.80

Event Date
06 ___13 ___ 13
Mon Day Year

Date Funds are Needed
06 ___ 13 ___ 13
Mon Day Year

Start Time
8:00 AM

End Time
9:00 PM

Event Location
Bay Vista Housing

Vendor Information
Name: Chipotle
FIU Vendor #: Address: 14776 Biscayne Blvd, Miami Fl 33181
Phone: 305-947-2779 Fax:

Department Code: 1543140005
Line Item:

Organization/Department Information
Department Name: Bay Vista Hall Council
Requestor’s Name: Lavern Morant
Position in organization: Advisor
Address or Rm. #:
Phone: 305-919-5583 Email: lmorant@fiu.edu

Please explain how the money will be used:
The money will be used to provide food for a social event.

Club/Organization Signatures
(Person requesting funds) Organization Representative:

CL ACCOUNTING – DATE STAMP:

Requestor
Date: 06/28/13

BVHC Advisor
Date: 06/28/13

Director of Campus Life

Revised 7/12
**Gourmet within reach.**

14776 Biscayne Blvd  
Miami FL 33181  
305-947-2779

Host: Whitney  
ORDER #133  
06/11/2013  
11:44 AM

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHK Burritos by the Box (10 @ $6.15)</td>
<td>10</td>
<td>$61.50</td>
</tr>
<tr>
<td>Steak Burritos by the Box (10 @ $6.1)</td>
<td>10</td>
<td>$61.50</td>
</tr>
<tr>
<td>Carn Burritos by the Box (5 @ $6.15)</td>
<td>5</td>
<td>$30.75</td>
</tr>
<tr>
<td>Barb Burritos by the Box (5 @ $6.15)</td>
<td>5</td>
<td>$30.75</td>
</tr>
<tr>
<td>Veg Burritos by the Box (2 @ $6.15)</td>
<td>2</td>
<td>$12.30</td>
</tr>
</tbody>
</table>

Subtotal 196.80  
Tax Exempt #858015139088CO 0.00  
Tax 0.00  
DINE IN Total 196.80  
Visa #XXXXXXXXXXXX3742 196.80  
Authorizing...  
Balance Due 196.80  
25% Off - $65.80  
44025*****6043  
6/11/13

Order online at chipotle.com
## Event Audit Report

**Organization/Department:** Bay Vista Hall Council

**Representatives Name:** Lavern Morant

**Phone:** 305-919-5586

**Event:** Bay Vista T-shirts

**Date:** 06/28/13  **Time:**  **Location:** Bay Vista Housing

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students: 100  Community: NA  Total: 100</td>
<td>Opening Balance: $1,553.20  Amount Spent: $823.75  Closing Balance: $729.45</td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished?

T-shirts were bought for all of Bay Vista summer residents as giveaways.

What was positive about this event? Why?

Residents loved the giveaways.

What was negative about this event? Why?

NA

Should this event be done again next year?

Yes.

Please attach any articles, flyers, or photos.

**Signature:** L. Morant  **Date:** 06/28/13

**Advisor's Signature:** L. Morant  **Date:** 06/28/13
**INVOICE**

**INVOICE NUMBER:** 57085

**CUSTOMER NUMBER:** FIUNOR

---

**B SCREENED, INC.**

10834 NW 27th Street, Miami, FL 33172

P: 305.592.7505 F: 305.471.0462

www.bscreened.com

---

**SOLD TO:**

FIU - NORTH CAMPUS  
LAVERN MORANT - RES LIFE  
2800 NE 147TH ST.  
MIAMI, FL 33181

Phone No.: 305-348-5583

**SHIP TO:**

FIU - NORTH CAMPUS  
LAVERN MORANT - RES LIFE  
2800 NE 147TH ST.  
MIAMI, FL 33181

---

<table>
<thead>
<tr>
<th>INVOICE DATE</th>
<th>SHIP VIA</th>
<th>F.O.B.</th>
<th>TERMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>06/28/2013</td>
<td>PICK-UP</td>
<td>MIAMI</td>
<td>CREDIT CARD</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>P.O. NUMBER</th>
<th>AUTHORIZED BY</th>
<th>SALESPERSON</th>
<th>ORDER DATE</th>
<th>ORDER NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>MIKE</td>
<td></td>
<td>06/05/2013</td>
<td>28184</td>
</tr>
</tbody>
</table>

---

**INVOICE COMMENTS**

**KEEP CALM I LIVE ON CAMPUS**

---

**ITEM NUMBER | ITEM DESCRIPTION | DESIGN | ORDER | SHIP | B.O. | UNIT | PRICE | EXT. PRICE**

G640-HRO-SM-GIL | GILDAN 4.5OZ ADULT RINGSPUN |  | 20.0 | 20.0 | 0.0 | EACH | 6.950 | 139.00 |

G640-HRO-MD-GIL | GILDAN 4.5OZ ADULT RINGSPUN |  | 30.0 | 30.0 | 0.0 | EACH | 6.950 | 208.50 |

G640-HRO-LG-GIL | GILDAN 4.5OZ ADULT RINGSPUN |  | 15.0 | 15.0 | 0.0 | EACH | 6.950 | 104.25 |

G640-HRO-XL-GIL | GILDAN 4.5OZ ADULT RINGSPUN |  | 20.0 | 20.0 | 0.0 | EACH | 6.950 | 139.00 |

G640-HRO-2X-GIL | GILDAN 4.5OZ ADULT RINGSPUN |  | 10.0 | 10.0 | 0.0 | EACH | 8.700 | 87.00 |

G640-HRO-3X-GIL | GILDAN 4.5OZ ADULT RINGSPUN |  | 5.0 | 5.0 | 0.0 | EACH | 9.200 | 46.00 |

**ART | SET-UP ART CHARGE |**

**ORDER SHIP | B.O. UNIT | PRICE | EXT. PRICE**

|  |  |  |  |  |  |  |

**TERMS AND CONDITIONS**

In the event of any outside collection agency or attorneys needed to recover money owed to B Screened, principals agree to be responsible for all costs of collection including collectin agency & attorneys' fees & costs.

---

| Merchandise | 823.75 |
| Discount | 0.00 |
| Subtotal | 823.75 |
| Tax | 0.00 |
| Shipping | 0.00 |
| Total | 823.75 |
| Deposit | 823.75 |
| **Amount Due** | 0.00 |
**File For Funds**
Florida International University - Bay Vista Hall Council
A&S Business Office WUC 141
Phone: (305) 919-5223 • Fax: (305) 919-5771
MUST BE TYPED AND SUBMITTED 3 WEEKS IN ADVANCE

<table>
<thead>
<tr>
<th>Amount Requested</th>
<th>Vendor Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 823.75</td>
<td>Name: B Screened, INC</td>
</tr>
<tr>
<td></td>
<td>FLU Vendor #:</td>
</tr>
<tr>
<td></td>
<td>Address: 10834 NW 27st</td>
</tr>
<tr>
<td></td>
<td>Blvd, Miami FL 33172</td>
</tr>
<tr>
<td></td>
<td>Phone: 305-592-7505</td>
</tr>
<tr>
<td>Date Needed</td>
<td>Fax:</td>
</tr>
<tr>
<td>06-28-13</td>
<td>Department Code: 1543140005</td>
</tr>
<tr>
<td>Mon Day Year</td>
<td>Line Item:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event Location</th>
<th>Organization/Department Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bay Vista Housing</td>
<td>Department Name: Bay Vista Hall Council</td>
</tr>
<tr>
<td></td>
<td>Requestor's Name: Lavern Morant</td>
</tr>
<tr>
<td></td>
<td>Position in organization: Advisor</td>
</tr>
<tr>
<td></td>
<td>Address or Rm. #:</td>
</tr>
<tr>
<td></td>
<td>Phone: 305-919-5583</td>
</tr>
<tr>
<td></td>
<td>Email: <a href="mailto:lmorant@fiu.edu">lmorant@fiu.edu</a></td>
</tr>
</tbody>
</table>

**Please explain how the money will be used:**
The money will be used to buy shirts for all of the summer residents at Bay Vista.

**Club/Organization Signatures**
(Person requesting funds) Organization Representative: Laverne Morant
Requestor: Laverne Morant
BVHC Advisor: Laverne Morant
Director of Campus Life: Laverne Morant

**CL ACCOUNTING – DATE STAMP:**

Revised 7/12
UPDATE (7/19/2013): Final Commencement Fair:

July 24, 2013  10:00 am - 6:00 pm
Modesto A. Maidique Campus
Barnes & Noble FIU Bookstore (inside the Graham Center)
11200 SW 8 Street
Miami, FL 33199
305-348-2341 (phone) commencement ticketing
305-348-2691 (phone) bookstore
305-348-2941 (fax)

July 8-10, 2013  10:00 am - 7:00 pm
Modesto A. Maidique Campus
Barnes & Noble FIU Bookstore (inside the Graham Center)
11200 SW 8 Street
Miami, FL 33199
305-348-2341 (phone) commencement ticketing
305-348-2691 (phone) bookstore
305-348-2941 (fax)

July 13, 2013  10:00 am - 1:00 pm
Broward Pines Center
Lobby
17195 Sheridan Street
Pembroke Pines, FL 33331
954-438-8600 (phone)
954-438-8606 (fax)

July 16-17, 2013  10:00 am - 6:00 pm
Biscayne Bay Campus
Biscayne Bay Bookstore (inside Wolfe University Center)
3000 N.E. 151 Street
North Miami, FL 33181
305-919-5750 (phone) commencement ticketing
305-919-5580 (phone) bookstore
305-919-5403 (fax)
### Event Audit Report

**Organization/Department:** Broward SGA  

**Representatives Name:** Diana Arcentales  
**Phone:** 6-8633  
**Position:** Coord., Student Life  
**Advisor:** Dr. Diana Little, Director  

**Event:** Summer 2013 Commencement Fair - Broward Pines Center Main Lobby  
**Date/Time/Location:** Saturday, July 13, 2013 10:00 AM - 1:00 PM - Main Lobby

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students: 186</td>
<td>Community: 0</td>
</tr>
<tr>
<td>Faculty/Staff: 18</td>
<td>Total: 204</td>
</tr>
</tbody>
</table>

| Amount Funded: $497.66 | Amount Spent: $497.66 |

---

**What was the purpose of this event? Was that purpose accomplished?**  
Yes! The Summer 2013 Commencement Fair was a success for all students who selected FIU Broward as their event site.

**What was positive about this event? Why?**  
The students were grateful for the opportunity to pick up their commencement passes, caps & gowns, purchase a class ring & take grad photos at the Broward Pines Center in a festive environment. They enjoyed the U-turn Espresso specialty coffee, tea and cocoa sponsored by SGA & Student Life.

**What was negative about this event? Why?**  
None

---

**Should this event be done again next year?**  
Yes! It was very well received and the attendees appreciated it. Thank you.

**Signature:** Diana Arcentales  
**Date:** July 24, 2013  
**Advisor's Signature:** Diana Little  
**Date:** June 24, 2013

---

Biscayne Bay Campus, WUC 141, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-5771  
Revised August 2007
U-Turn Espresso LLC

Jul 13, 2013 at 1:36pm

Receipt #Hfzn

FIU Event Cost x 149

$497.66

Total

$497.66

VISA 6893

$497.66

Start accepting credit cards today.
Accept all major credit cards anytime, anywhere on your iPhone or Android. Sign up today and we'll mail you a free credit card reader. Sign up for Square.
Did You Know?

Your cap and gown is made from 23 recycled plastic bottles?

'Like' us on Facebook
FIUgoGreen
UPDATE (7/19/2013): Final Commencement Fair:

**July 24, 2013**  10:00 am - 6:00 pm
**Modesto A. Maidique Campus**
Barnes & Noble FIU Bookstore (inside the Graham Center)
11200 SW 8 Street
Miami, FL 33199
305-348-2341 (phone) commencement ticketing
305-348-2691 (phone) bookstore
305-348-2941 (fax)

**July 8-10, 2013**  10:00 am - 7:00 pm
**Modesto A. Maidique Campus**
Barnes & Noble FIU Bookstore (inside the Graham Center)
11200 SW 8 Street
Miami, FL 33199
305-348-2341 (phone) commencement ticketing
305-348-2691 (phone) bookstore
305-348-2941 (fax)

**July 13, 2013**  10:00 am - 1:00 pm
**Broward Pines Center**
Lobby
17195 Sheridan Street
Pembroke Pines, FL 33331
954-438-8600 (phone)
954-438-8606 (fax)

**July 16-17, 2013**  10:00 am - 6:00 pm
**Biscayne Bay Campus**
Biscayne Bay Bookstore (inside Wolfe University Center)
3000 N.E. 151 Street
North Miami, FL 33181
305-919-5750 (phone) commencement ticketing
305-919-5580 (phone) bookstore
305-919-5403 (fax)
**Event Audit Report**

<table>
<thead>
<tr>
<th>Organization/Department:</th>
<th>International Student &amp; Scholar Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representatives Name:</td>
<td>Ariel Ortiz</td>
</tr>
<tr>
<td>Position:</td>
<td>Assit. Dir.</td>
</tr>
<tr>
<td>Phone:</td>
<td>305-919-5813</td>
</tr>
<tr>
<td>Advisor:</td>
<td>Ariel Ortiz</td>
</tr>
<tr>
<td>Event:</td>
<td>Int'l Student Welcome Dinner, Fall 2013</td>
</tr>
<tr>
<td>Date:</td>
<td>08/23/2013</td>
</tr>
<tr>
<td>Time:</td>
<td>9AM-12PM</td>
</tr>
<tr>
<td>Location:</td>
<td>WUC 244</td>
</tr>
</tbody>
</table>

**Attendance (please attach sign-in sheet)**

<table>
<thead>
<tr>
<th>Students:</th>
<th>Community:</th>
</tr>
</thead>
<tbody>
<tr>
<td>106</td>
<td></td>
</tr>
</tbody>
</table>

**Faculty/Staff: | Total: 112**

**SGC Financial Support**

<table>
<thead>
<tr>
<th>Opening Balance:</th>
<th>$2,500.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Spent:</td>
<td>$1,949.00</td>
</tr>
<tr>
<td>Closing Balance:</td>
<td>$551.00</td>
</tr>
</tbody>
</table>

**What was the purpose of this event? Was that purpose accomplished?**

The purpose of this event was to welcome new & returning International Students to FIU. The event had a good turn out and students enjoyed themselves.

**What was positive about this event? Why?**

Student were able to interact and mingle with staff members. The dinner was also catered which made for a good looking/welcoming presentation.

**What was negative about this event? Why?**

N/A.

**Should this event be done again next year?**

Yes.

Please attach any articles, flyers, or photos.

---

Signature: [Signature]

Advisor's Signature: [Signature]

Date: 10/09/2013

---

Biscayne Bay Campus, WUC 301, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-4060 • sgabc.fiu.edu

Revised November 2011
INTERNATIONAL STUDENT WELCOME DINNER

Please join ISSS in welcoming new & returning international students at our fall 2013 welcome reception:

Date: Tuesday, September 10, 2013
Time: 5:30 PM – 7:00 PM
Location: WUC 244
No registration required!

Sponsors:

[Logos of ISC, SGA, and SOC]
ISSS BBC Fall 2013

International Welcome Dinner Fall 2013
Tuesday, September 10th, 2013 WUC Ballrooms

Evaluation Summary

Number of Students signed-in: 113
Number of Evaluations completed: 42

Majors

- Hospitality (50)
- Biology (2)
- Business (1)
- Communication (1)
- Accounting (1)
- English (1)
- Marketing (1)
- No response (6)
How did you hear about this program?

Other:

Questions

1. Did the International Welcome Dinner meet your expectations?
2. Why or why not?

- Yes, the chicken was really good.
- Yes, I could make friends.
- Yes. Good.
- The food needs some improvement
- Yes. It was so diverse.
- Yes. It's good.
- Dinner was so great. Happy and glad to meet up with many students.
- Yes. Good welcoming party.
- Just so, so. Food is not enough to eat. But I met a lot of people make me very happy.
- Yes, it good.
- Yes. Because I meet Steve (Moll), really cool guy!
- Yes. Food is perfect.
- Yes. Delicious food. (2)
- Partly met. The food is always awesome. However, the ice-breaker game is not so good.
- Yes. Food is good but game is a little boring.
- Yes. Food has great taste.
- Totally meet my expectation.
- Yes. Lots of people here.
- Yes. It's good but give us more meat next time.
- Yes. It's so nice.
- Yes. Great food didn't expect you’ll prepare food like this.
- Yes. Sure it did.
- Yes. It was typically what I would expect from an FIU dinner. It was saltier than it needed to be, however.
- Yes. Everything is perfect.
- Yes. The dinner was very enjoyable.
- Yes. I expected to meet people from different parts of the world & I did.
- Yes it did! It was great meet new people from China & Korea and the food was amazing. Haven't had a “cooked meal” in a long time.
- Yes. Very good.
- Yes, but maybe a little bit more game.
3. Would you recommend this program to other students?

Other Comments:

- Good quality.
- This is an opportunity to meet with so many students to make good relationship.
- Wait, too long to get the food.
- Great dinner.
- Perfect.
- Very good.

Program Suggestions:

1. For the gaming part, instead of questionnaire, maybe we can have more interactive and fun things to do.
2. Add some show
3. Shows added will be better.
4. Providing food time a little longer.
5. I feel like more advertisement would be beneficial.
6. Caribbean Students event.
Customer Information

First Name: Ariel
Last Name: Ortiz
Organization/Department: International Student & Scholar Services
Email: arioztz@fiu.edu
Phone: 65813
Office Location: WUC 363
Fax: Ramirez
Tax Exempt: True
Exempt Info: FIU

Payment Information

Payment Type: W1493-Visa ending with 0476
Coupon: NULL
Auth Code: APPROVED | AUTH CODE: 052142

Delivery / Pickup Information

Select Panther Premier Events and Catering
Ordering Method: Delivery to BBC Campus
Option: Ariel Ortiz
Delivery Contact: Ariel Ortiz
Department/Organization: International Student & Scholar Services
Delivery Phone: 65813
Event Name: Event
Building: WUC
Room #: 221

Event Information

Guest Count: 120
Pick-up/Delivery Date: Tuesday, 9/10/2013
Room Availability: 4:00 PM
Time:
Set By Time: 5:00 PM
Event Start Time: 5:30 PM
Event End Time: 7:30 PM

FOOD

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hot Buffet</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roasted Pork (50 portions)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roasted Chicken Leg Quarter (70 Pcs)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rice &amp; Pigeon Peas</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sweet Plantain</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Green Salad</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cuban Pastellitos</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lemonade &amp; Iced Water</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>120</td>
<td>$14.75</td>
<td>$1,770.00</td>
</tr>
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</table>

SERVICE ITEMS

<table>
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<tr>
<th>Item</th>
<th>Qty</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Square Linen Tablecloths</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>12</td>
<td>$7.00</td>
<td>$84.00</td>
</tr>
</tbody>
</table>

LABOR

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Panther Premier Plated Events</td>
<td>1</td>
<td>$95.00</td>
<td>$95.00</td>
</tr>
</tbody>
</table>
Additional chef fees may be applied to events with multiple entree selections.

- (1) Wait Staff (up to 2 hour event)  
  - Add $95.00

<table>
<thead>
<tr>
<th>Order Summary</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Food</td>
<td>$1,770.00</td>
</tr>
<tr>
<td>Service Items</td>
<td>$84.00</td>
</tr>
<tr>
<td>Labor</td>
<td>$95.00</td>
</tr>
</tbody>
</table>

* The administrative charge is not intended to be a tip or a gratuity for the benefit of employees.

*Prices reflected on this contract are current as of this current date. Current pricing may or may not be honored for future events.

*In the event a refund is issued for any payments made with cards (i.e. credit card, pro card, etc.) Panther Premier Events & Catering will make every effort to expedite the process however the card holder's bank legally has up to 30 days to apply the refund back to the pertaining card.

**Estimate #22499**

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</tr>
<tr>
<td>Balance Due</td>
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</tr>
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</table>
# Event Audit Report

**Organization/Department:** Broward SGA  
**Representatives Name:** Diana Arcentales  
**Position:** Coord., Student Life  
**Advisor:** Dr. Diana Little, Director  
**Event:** Week of Welcome Fall 2013 - Broward Pines Center Main Lobby  
**Date/Time/Location:** August 26-29, 2013 4:30-6:30PM & Sat. 8/31 11 AM-1 PM

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
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</thead>
<tbody>
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<td>Faculty/Staff: 39</td>
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<tr>
<td></td>
<td>Amount Funded: $2,698.58</td>
</tr>
<tr>
<td></td>
<td>Amount Spent: $2,698.58</td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished?  
Yes! The Fall 2013 Week of Welcome event was a success for all FIU Broward Pines Center students, faculty & staff.

What was positive about this event? Why?  
The students were excited to receive delicious Jason's Deli fruit cups, welcome packets with FIU pen, student agenda's, free shampoo samples and facial cleanser. They especially loved their FIU Broward Pines Center hats, which were already in our inventory from FY2012-2013. The live DJ made for a very festive environment. They enjoyed this event sponsored by SGA & Student Life.

What was negative about this event? Why?  
None

Should this event be done again next year?  
Yes! It was very successful and the students appreciated it. Thank you.

Received  
SEP 6 2013  
SGC BBC

Please attach any articles, flyers, or photos.

**Signature:** Diana Arcentales  
**Date:** September 3, 2013  
**Advisor's Signature:** Diana Little  
**Date:** September 3, 2013

Biscayne Bay Campus, WUC 141, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-5771  
Revised August 2007
FLORIDA INTERNATIONAL UNIVERSITY

WEEK OF WELCOME

FIU BROWARD PINES CENTER

**MONDAY - THURSDAY**
AUGUST 26 - 29 @ 4:30 P.M. - 6:30 P.M.

**SATURDAY**
AUGUST 31 @ 11:30 A.M. - 1:30 P.M.

BROWARD PINES CENTER MAIN LOBBY
*LIMITED QUANTITIES/1ST COME-1ST SERVED

- LIVE DJ
- JASON'S DELI FRUIT CUPS
- GIVEAWAYS
- FIU STUDENT AGENDAS

Biscayne Bay Campus and
Broward Pines Center

SGA
Broward Pines Center

Tuesday - Thursday
September 3rd, 4th & 5th
4:30 PM - 6:30 PM

Saturday, Sept. 7th
11:00 AM - 1:00 PM

MAIN LOBBY
FIU Broward Pines Center is collecting used shoes to be donated to Haiti and Guatemala. Please drop your donations in Room 191.
**Order Confirmation 8065379**

| Main Address |
| 17195 SHERIDAN ST  
| FORT LAUDERDALE FL 33331-1934  
| USA |

| Invoice Address |
| F.A.O. Accounts Payable  
| 17195 SHERIDAN ST  
| FORT LAUDERDALE FL 33331-1934  
| USA |

| Delivery Address |
| Diana Arcentales  
| Coord Student Life  
| 17195 SHERIDAN ST  
| FORT LAUDERDALE FL 33331-1934  
| USA  
| Tel: 954-438-8633 |

| Order Confirmation |
| 8065379 |

| Order Date: |
| 7/17/2013 |

| Account Rep |
| Sandy Klein |

| Administrator |
| Sandy Klein |

| Contract User Id |
| USA |

| Samba Pen Colors (base, trim): BASE, TRIM |

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<th>Qty</th>
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<th>Unit</th>
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<td>$0.4900</td>
<td>$490.00</td>
</tr>
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<td></td>
<td>Coupon Code</td>
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| Freight |
| $22.62 |

| Tax |
| $0.00 |

| Total |
| $463.62 |

**Artwork Instructions:**

**Product Colour (Base, Trim):** Blue Black  
**Branding Location:** Barrel- Beside Clip  
**Branding Colours:** Pantone White  
**ART ON FILE Questions:** email sklein@4imprint.com or call 1-877-446-7746 Ext.8381 Direct fax number 1-800-255-0110  
Grand Total: $463.62

**Thank you for your order!**
If you need to make a change Please call your account representative. Their name and phone number are shown above.

**Shipment Details**

**Ship To:**  
Address as above

<table>
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<tr>
<th>Qty</th>
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<th>Must Ship</th>
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<th>Due Date</th>
<th>Freight</th>
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</table>

Florida International University

ENTERTAINMENT/PERFORMANCE AGREEMENT

(Services provided by entertainer, guest speaker or performer less than $75,000 requiring single payment after services rendered)

The Florida International University Board of Trustees ("FIU") and Alexander Luis Perez aka "DJ Xpla"
("Performer") located at 9731 SW 63rd Ave Miami, FL 33193 enter into this Entertainment Performance Agreement ("Agreement") effective on the date this Agreement is executed by all parties below and agree as follows:

1. Performance. Performer will provide the following presentations or performances ("performance"):

   DJ - Music provided with professional audio equipment from Monday August 26th - Thursday August 29th, 2013.

2. Location and Times of Performance. The performance will be held at the premises on the following date(s) and time(s):

   The performance will be held at the premises known as: FIU Broward Pines Center;
   Address: 17195 Sheridan Street Pembroke Pines, FL 33331

   Date(s): Between the hours of: Minimum length of Performance:
   Monday Aug 26th, 2013 4:30p and 6:30p 2 hours 0 minutes
   Tuesday Aug 27th, 2013 4:30p and 6:30p 2 hours 0 minutes
   Wednesday Aug 28th, 2013 4:30p and 6:30p 2 hours 0 minutes

3. Compensation. FIU will pay to Performer as total compensation (inclusive of any and all expenses, except for expenses related to Overtime $150.00/hr. (should the event pass 12hrs/day) ) $800.00 ($800.00)

4. Payee. The payment shall be made payable to: Alexander L. Perez

   Special Payment Terms: check/cash/money order

5. Equipment and Personnel. FIU will supply the premises stated above and the following equipment for the performance(s):

   - Tent or shelter (equipment must be protected at all times, as a precautionary measure, from any and all unexpected weather conditions).
   - Power (1 dedicated power outlet).

   Any and all other equipment or personnel necessary for the performance shall be provided by, and at the expense of, the Performer. Note, FIU staff will determine sound level and maximum amplification.

6. FIU Contact Information. All correspondence to FIU related to this Agreement should be addressed to:

   Diana Arcentaales, Coordinator of Student Life, (FIU Broward Pines Center)
   at FIU Broward Pines Center at 17195 Sheridan Street Pembroke Pines, FL 33331

7. Insurance. Performer (and any of Performer's subcontractors) will have and maintain types and amounts of insurance that at a minimum, cover the Performer's (or subcontractors') exposure in performing this Agreement.

8. Agent. If this Agreement is signed by Performer's agent, such agent warrants: that he/she is duly authorized to act for and on behalf of the Professional, that he/she is authorized to enter into this Agreement, and that the agent and Performer are jointly and severally liable for any breach of this Agreement.

9. Limited Use of Tapes/Recordings. FIU is granted the right to tape and/or record the performance; however, such tapes or recordings shall only be used for educational purposes by FIU's students, faculty and staff.
Delivery

Arcentales, Diana
FIU
17195 Sheridan Street
Pembroke Pines, FL
(954) 438-8633
Customer Visits: 15

Promise Time:: 3:45 PM

Sort Label: H3

Delivery Instructions:
cell 954 558 6278

Jason's Deli #132
14531 SW 5th St
954-438-1280

Arcentales, Dia

Host: TERM8
Cashier: Gina
Arcentales, Dia
7:16 AM
180008

Order Type: Delivery

Fruit Cup with Dip (125 @2.79) 348.75
Plates, Forks, Napkins (1 Utensils) 0.00
@ 0.00 per Utensils (MAN WT)
No Plates Forks and Naps
DELIVERY FEE
Delivery $7

Subtotal 355.75
Tax Exempt #858012626298C9 0.00

Delivery Total 355.75

VISA #XXXXXXXXXXXX6893 355.75
Auth:017450

Tip :_____________
We are open Fall 2013

Walmart
Save money. Live better.

(954) 442-5822
MANAGER DENISE SHAHEEN
151 SW 184TH AVE
PEN BROKE PINE FL 33029
ST# 2591 QP# 00004640 TEL# 01 TR# 06370
NPL 36PK 006827466931KF
14 AT 1 FOR 4.84
SUBTOTAL 67.76
TOTAL 67.76
VISA TEND 67.76
ACCOUNT # **** **** **** 6893 S
APPROVAL # 021303
REF # 00
TRAN ID - 0583239605365767
VALIDATION - Q9NM
PAYMENT SERVICE - E
TERMINAL # MX098226

08/27/13 12:49:04
CHANGE DUE 0.00

# ITEMS SOLD 14
TC# 0635 4995 8139 6043 548

Save even more with coupons!
Visit coupons.wal-mart.com
08/27/13 12:49:04

***CUSTOMER COPY***
Arcentales, Diana
FIU
17195 Sheridan Street
Pembroke Pines, FL
(954) 438-8633
Customer Visits: 16

Promise Time:: 3:45 PM

Sort Label: H1

Delivery Instructions:
cell 954 558 6278

Jason's Deli #132
14531 SW 5th St
954-438-1280

Arcentales, Dia

Host: TERM2 08/27/2013
Cashier: Gina
Arcentales, Dia 7:35 AM
RePRINT# 1 120002
Order Type: Delivery

Fruit Cup with Dip (125 @2.79) 348.75
Plates, Forks, Napkins (1 Utensils) 0.00
@ 0.00 per Utensils (MAN WT)
No Plates Forks and Naps
DELIVERY FEE 7.00
Delivery $7

Subtotal 355.75
Tax Exempt #858012626298C9 0.00

Delivery Total 355.75

VISA #XXXXXXXXXXXX6893 355.75
Auth:044707

Tip                      
$
Arcentales, Dinna
FIU
17195 Sheridan Street
Pembroke Pines, FL
(954) 438-8633
Customer Visits: 17

Promise Time: 3:45 PM

Sort Label: H1

Delivery Instructions:
cell 954 558 6278

Jason's Deli #132
14531 SW 5th St
954-438-1280

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<tr>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
</tr>
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<td>334.80</td>
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<tr>
<td>Plates, Forks, Napkins (1 Utensils)</td>
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<td>0.00</td>
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<tr>
<td>@ 0.00 per Utensils (MAN WT)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>No Plates Forks and Naps</td>
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<td></td>
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DELIVERY FEE
Delivery $7

Subtotal                             341.80
Tax Exempt #85801262629609            0.00

Delivery Total 341.80

VISA #XXXXXXXXXXX6893                 341.80
Auth:013963

Tip:

TOTAL 341.80

---
Delivery

Arcentales, Diana
FIU
17195 Sheridan Street
Pembroke Pines, FL
(954) 438-8633
Customer Visits: 18

Promise Time: 3:45 PM

Sort Label: H1

Delivery Instructions:
cell 954 558 6278

Jason's Deli #132
14531 SW 5th St
954-438-1260

Arcentales, Dia

Host: TERM8 08/29/2013
Cashier: Gina
Arcentales, Dia 7:39 AM
Arcentales, Dia 180001

Order Type: Delivery

Fruit Cup with Dip (110 @2.79) 306.90
Plates, Forks, Napkins (1 Utensils) 0.00
@ 0.00 per Utensils (MAN WT)
No Plates Forks and Naps
DELIVERY FEE 7.00
Delivery $7

Subtotal 313.90
Tax Exempt #8580125262980C9 0.00

Delivery Total 313.90

VISA XXXXXXXXX6893 313.90
Auth: 071877

Tip
# Event Audit Report

**Organization/Department:** International Student & Scholar Services  
**Representatives Name:** Ariel Ortiz  
**Position:** Assit. Dir.  
**Phone:** 305-919-5813  
**Advisor:** Ariel Ortiz  
**Event:** Int'l Student Orientation, Fall 2013  
**Date:** 08/23/2013  
**Time:** 9AM-12PM  
**Location:** WUC 244

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
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</thead>
<tbody>
<tr>
<td>Students: 126</td>
<td>Opening Balance: $3,500.00</td>
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<tr>
<td>Community:</td>
<td>Amount Spent: $1,335.00</td>
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<tr>
<td>Faculty/Staff: __</td>
<td>Closing Balance: $2,165.00</td>
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<tr>
<td>Total: 126</td>
<td></td>
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</tbody>
</table>

**What was the purpose of this event? Was that purpose accomplished?**  
The purpose of this trip was to introduce new International Students to FIU, inform of Immigration regulations and policies/procedures while at FIU. Student have the opportunity to meet and greet with the Int'l Peer Mentors.

**What was positive about this event? Why?**  
We were able to provide all the information necessary and students got the opportunity to mingle in activities facilitated by the peer mentors.

**What was negative about this event? Why?**  
The mini resource fair at the end of Orientation needs to be better coordinated.

**Should this event be done again next year?**  
Yes. It is important for students to get all this information at the semester start.

**Please attach any articles, flyers, or photos.**

**Signature:** [Signature]  
**Date:** 10/09/2013  
**Advisor’s Signature:** [Signature]  
**Date:** 10/09/2013
INTERNATIONAL STUDENT ORIENTATION

All new & transfer International Students are REQUIRED to attend

When: Friday, August 23rd, 2013
Where: WUC 244
Time: 9:00am
Breakfast served at 8:30am
Orientation Learning Assessment Summary (BBC)
Fall 2013 Learning Outcomes

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<tr>
<th>Correct Answers</th>
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<th>%</th>
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<td>10 out of 10</td>
<td>9</td>
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<tr>
<td>9 out of 10</td>
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Department/Program:

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<tr>
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<td>Business</td>
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<td>Education</td>
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<tr>
<td>Hospitality/ Hospitality Management</td>
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<td>Journalism</td>
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Degree Level:

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<td>Taiwan</td>
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<tr>
<td>Venezuela</td>
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**Questions**

A. IMMIGRATION RECORDS & DOCUMENTS:

1. The following documents must always be valid (unexpired) while you are in the U.S.
   - A. Passport
   - B. F-1 Student Visa
   - C. I-20

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<th>ORIENTATION SEMESTER</th>
<th>INCORRECT</th>
<th>PERCENTAGE CORRECT</th>
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</thead>
<tbody>
<tr>
<td>Fall 2013</td>
<td>31</td>
<td>47%</td>
</tr>
</tbody>
</table>

2. Which of the following changes to your personal information must be reported to ISSS:
   - A. New Address
   - B. New Boyfriend or girlfriend
   - C. New Hairstyle
ENROLLMENT REQUIREMENTS:

3. How many credits must you take each fall and spring to be considered full-time for immigration purposes?

4. How many online credits may you take each term toward the full-time enrollment requirement?

INTERNATIONAL TRAVEL:

5. How many months is the DSO signature on page 3 of your I-20 valid for travel purposes?

6. If your F-1 visa is expired & you plan to renew it while you are abroad, you must request the following from ISSS before leaving the U.S.:

EMPLOYMENT:

7. How many hours a week can an F-1 international student work on campus during the Fall and Spring semesters?

8. Can international students work off-campus without authorization from ISSS?

INFORMATION AND GETTING ADVICE:

9. How should you ask about your F-1 student visa related immigration issues?

10. Which email account should you always check for updates from ISSS?
Fall 2013 ISSS BBC  
International Student Orientation  

Number of students signed in: 126  
Completed evaluations: 93  

**Department/Program**  

<table>
<thead>
<tr>
<th>Department/Program</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertising</td>
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<tr>
<td>Architecture</td>
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<td>Global Communication Strategies</td>
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<td>Hospitality Management</td>
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**Home Country**  

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### Degree Level

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<td>Bachelor's</td>
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<td>Certificate/Other</td>
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<td>None stated</td>
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</table>

### Questions

1. I received appropriate information about F-1 student policies and procedures at FIU.

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Neutral</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>72</td>
<td>19</td>
<td>2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. Information was presented in an organized and effective manner.

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Neutral</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>69</td>
<td>20</td>
<td>4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. I feel more knowledgeable about Immigration Regulations.

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Neutral</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>68</td>
<td>21</td>
<td>4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. ISSS staff made me feel welcomed to FIU.

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Neutral</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>76</td>
<td>16</td>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. ISSS staff appropriately addressed my questions in a professional and courteous manner.
<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>70</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
<td>21</td>
</tr>
<tr>
<td>Neutral</td>
<td>2</td>
</tr>
<tr>
<td>Disagree</td>
<td></td>
</tr>
<tr>
<td>Strongly Disagree</td>
<td></td>
</tr>
</tbody>
</table>

**Comments:**

- The staff delivered useful information for the new students. I am very appreciative that we can have a good time during the orientation.
- Excellent! Learned a lot.
- There is so much information to remember. Therefore the information can be presented in a better organized way and effective manner. Staff here is very kind.
- Need more vegetable foods
- Very helpful and useful
- Awesome
- Excellent
- Thank you for all of your efforts. We feel welcomed and comfortable this morning. The information is really useful.
- Thank you for giving us a fabulous presentation.
- Perfect. Let’s me know more about ISSS.
- Orientation gives me so much information and makes me know more about the life here. Thank you guys so much.
- There is too much information in this meeting. I can’t remember too much.
- The best orientation I ever had! Thanks!
- Too much information, can’t get it immediately.
- Can get to know other international students at once, interesting.
- Good!
- Very good!
- Very good orientation today!
- Excellent
- Pretty Good
- Personally I think more undergraduate student may have more job chances in school, it can help us adapt faster. Thank you!
- The only comment I would say is that the presenters should be a little more prepared. They were laughing and unprepared (some of them).
- A little bit boring, but useful orientation. Thanks for the little gifts.
Exquisite Catering by Robert Inc  
1800 NE 150th Street  
North Miami, FL 33181  
305-622-FOOD  
305-622-3003 Fax

<table>
<thead>
<tr>
<th>P.O. Number</th>
<th>Terms</th>
<th>Rep</th>
<th>Ship</th>
<th>Via</th>
<th>F.O.B.</th>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Due on receipt</td>
<td>8/23/2013</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item Code</th>
<th>Description</th>
<th>Price Each</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td></td>
<td>Continental Breakfast Assorted Bagels, Fresh Baked Muffins, Danish, Cream Cheese Platter, Assorted Juices, Fresh Fruit Salad, Paper Goods</td>
<td>7.00</td>
<td>700.00</td>
</tr>
<tr>
<td>1</td>
<td>Delivery</td>
<td>FIU-N-- WUC 244 Nancy Hernandez 305-919-5813 Ariel Ortiz 305-919-4813</td>
<td>30.00</td>
<td>30.00</td>
</tr>
</tbody>
</table>

Total $730.00
Signature Form

Client
Vanina Granell
International Student & Scholar Services
3000 N.E. 151 Street
WUC 363
North Miami, FL 33181

Reservation: 5716
Event Name: International Student Orientation
Status: Web Hold
Phone: 305.919.5813
Event Type: FIU Official Orientation
Event Coordinator: Jennifer Cooper

I acknowledge that I have reviewed the Instructions for Reserving Rooms and Production Equipment Procedures (These can be found in Campus Life, WUC 325, and at wuc.fiu.edu)

I acknowledge that I must return this form within 48 hours to WUC 325 or the event booking will be cancelled.

Print Name

Signature & Date

Advisor Signature & Date

Modesto Maidique Campus Life Signature & Date (When Applicable)

Campus Life Signature & Date

WUC Administration Signature & Date

Friday, August 23, 2013
8:00 AM - 12:00 PM International Student Orientation (Confirmed) WUC 244AB
Reserved: 8:00 AM - 1:00 PM
See Diagram for 100
Room Charge:
1 $500.00 $500.00
Setup Time:
AV Equipment:
Microphone (Wired)
1 $6.00 $6.00
A microphone that requires an XLR cable.

8/28/2013 3:02 PM JM
Wolfe University Administration Office

Reservation: 5716

Bookings / Details

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>LCD Projector Sanyo (Ballroom A)</td>
<td>1</td>
<td>$45.00</td>
<td>$45.00</td>
</tr>
<tr>
<td>Hardwired Digital LCD Projector.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Projector Screen (20x20) (Ballroom A)</td>
<td>1</td>
<td>$54.00</td>
<td>$54.00</td>
</tr>
<tr>
<td>White electric drop down screen for use with projectors.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Setup Notes:
Will provide own laptop.

Subtotal $605.00
Grand Total $605.00
**Event Audit Report**

**Organization/Department:** Multicultural Programs & Services

**Representatives Name:** Jeffrey McNamee  
**Position:** Associate Director

**Phone:** (305)919-5817  
**Advisor:**

**Event:** STARS Art Talk

**Date:** 9/30/13  
**Time:** 8 pm  
**Location:** Bay Vista Housing

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
</table>
| Students: 26  
Community: ________ | Opening Balance: 4257.56 |
| Faculty/Staff: ________  
Total:26 | Amount Spent: 26.00 |

What was the purpose of this event? Was that purpose accomplished?

Partner with Housing

What was positive about this event? Why?

We spoke about scholarships that our office offers.

What was negative about this event? Why?

Name was misleading

Should this event be done again next year?

Yes

Please attach any articles, flyers, or photos.

**Signature:**  
**Date:** 12-18-13

**Advisor's Signature:**  
**Date:**
**Event Audit Report**

**Organization/Department:** Multicultural Program & Services

**Representatives Name:** Jeffrey McNamee  
**Position:** Associate Director

**Phone:** (305) 919-5817  
**Advisor:**

**Event:** STARS Strengths Workshop

**Date:** 9/06/13  
**Time:** 11:30 am  
**Location:** WUC - 253

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
</table>
| Students: 17  
Community:  
Faculty/Staff:  
Total: 17 | Opening Balance: 4,338.16  
Amount Spent: 80.00  
Closing Balance: 4,258.16 |

What was the purpose of this event? Was that purpose accomplished?

To inform students about the Strengths Philosophy and encourage them to utilize it.

What was positive about this event? Why?

Students had a lot of questions

What was negative about this event? Why?

Nothing

Should this event be done again next year?

Yes!!

Please attach any articles, flyers, or photos.

**Signature:** Jeffrey McNamee  
**Date:** 12-18-13

**Advisor’s Signature:**  
**Date:**
Organization/Department: Multicultural Programs & Services (MPAS)

Representatives Name: Jeffrey McNamee Position: Associate Director

Phone: (305) 919-5817 Advisor: 

Event: MPAS (STARS) Open House

Date: 09/09/13 Time: all day Location: WUC 253

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students: 100 Community: _______</td>
<td>Opening Balance: $1,417.50</td>
</tr>
<tr>
<td>Faculty/Staff: _______ Total: 100</td>
<td>Amount Spent: $126.98</td>
</tr>
<tr>
<td></td>
<td>Closing Balance: $1,290.52</td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished?

The purpose to inform the student body about what our office can do for them. We signed students up for tutoring appointments & Male Mentoring Initiatives, also we gave out our workshop calendars. We accomplished our purpose.

What was positive about this event? Why?
There was alot of interest in our services. We informed many students about our offices that didn’t know about us.

What was negative about this event? Why?
We wished that we had more staff, so that the table could have been manned for more hours during the day.

Should this event be done again next year?
This is an annual event.

Please attach any articles, flyers, or photos.

Signature: 

Date: 9/5/13

Advisor's Signature: 

Date: 
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 03</td>
<td>Last Day to Drop/Add w/o fee</td>
<td></td>
<td></td>
</tr>
<tr>
<td>September 04</td>
<td>VEO: Why Go Greek?</td>
<td>12 p</td>
<td>GC 243</td>
</tr>
<tr>
<td>September 04</td>
<td>LGBTQA: Welcome Reception</td>
<td>3 p</td>
<td>WUC 155</td>
</tr>
<tr>
<td>September 10</td>
<td>STARS: FIU #411</td>
<td>12:30 p</td>
<td>WUC 253</td>
</tr>
<tr>
<td>September 15</td>
<td>STARS: Reading Strategies</td>
<td>1 p</td>
<td>GC 316 &amp; WUC 253</td>
</tr>
<tr>
<td>September 25</td>
<td>STARS: Professors Friends or Foes</td>
<td>4 p</td>
<td>GC 305</td>
</tr>
<tr>
<td>September 26</td>
<td>STARS: Strengths Workshop</td>
<td>11:30 p</td>
<td>WUC 253</td>
</tr>
<tr>
<td>October 02</td>
<td>STARS: Strengths Workshop</td>
<td>6:40 p</td>
<td>GC 305</td>
</tr>
<tr>
<td>October 03</td>
<td>Career Fair BBC</td>
<td>11 p</td>
<td>WUC B110s</td>
</tr>
<tr>
<td>October 16</td>
<td>STARS: Grad School Symposium</td>
<td>12 p</td>
<td>WUC 155</td>
</tr>
<tr>
<td>October 24</td>
<td>STARS: Grad School Symposium</td>
<td>12:30 p</td>
<td>GC 305</td>
</tr>
<tr>
<td>November 04</td>
<td>Last Day to Drop with a DR grade</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November 07</td>
<td>VEO: Music Around the World</td>
<td>3 p</td>
<td>WUC 253</td>
</tr>
<tr>
<td>November 13</td>
<td>STARS: Financial Aid Workshop</td>
<td>12:30 p</td>
<td>GC 305</td>
</tr>
<tr>
<td>November 13</td>
<td>STARS: Acing Your Personal Statement</td>
<td>11 a</td>
<td>GC 316 &amp; WUC 253</td>
</tr>
<tr>
<td>November 19</td>
<td>STARS: Dynamic Presentations</td>
<td>3 p</td>
<td>HLC 155 (BBC)</td>
</tr>
<tr>
<td>December 07</td>
<td>LGBTQA Thanksgiving Dinner</td>
<td>5 p</td>
<td>WUC 155</td>
</tr>
<tr>
<td>December 07</td>
<td>MPAS/BSU Thanksgiving Luncheon</td>
<td>11 a</td>
<td>GC 243</td>
</tr>
<tr>
<td>December 26</td>
<td>LGBTQA Thanksgiving Dinner</td>
<td>4 p</td>
<td>GC 243</td>
</tr>
<tr>
<td>December 07</td>
<td>WUWWSK</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*WUI Multicultural Programs and Services Fall 2013 [mpas.fiu.edu](http://mpas.fiu.edu)*
Multicultural Programs and Services Spring 2013

January

06 Spring Semester Begins
07 MPLA/SSS Open House All Day
13 Last Day to Drop/Add w/o a fee
13 AAU Tutorials Begin
27 MLK Youth Forum & Peace Walk 10 a WUC BLrooms
28 BSU-MFL Dinner 7 p GC 243

February

03 BSU Black History Opening
06 MLPAS/SSSP Excellence Awards 6 p GC 243
12 STARS: Strengths Workshop 10:30 a WUC 253
13 LGBTQ: Healthy Relationships 12 p GC 314
16 VEO: A.U. Scandal? Webinar 4 p mpan.fiu.edu
19 VEO Facebook & Webinar 4 p GC 314
26 STARS: Strengths Workshop 11 a GC 305
27 LGBTQ: Telling it Straight 12 p GC 314
28 BSU Black History Closing Ceremony

March

04 VEO: Swimming Pools, Drink 3 p WUC 253
06 VEO: Happy Hour 5 p GC 305
10-15 Spring Break
17 Last Day to Drop w/o a DR grade
18 STARS: Writing 4 Cash 3 p WUC 253
20 LGBTQ: Family and Faith 12 p GC 314
27 STARS: Writing 4 Cash 3 pm GC 216

April

03 VEO: Around the World in 60 mins 12:30 p WUC 253
06 LGBTQ: The Politics of Pride Today 12 p GC 314
09 VEO: Feed Your Mind 12:30 p WUC 253
10 VEO: Lavender Graduation 6 p Purdue Union
12 LGBTQ: Good Byes 12 p GC 314
15 LGBTQ Short Auction 6 p WUC 253

FIU

Multicultural Programs and Services
Spring 2013
Event Audit Report

Organization/Department: Multicultural Program & Services

Representatives Name: Jeffrey McNamee Position: Associate Director

Phone: (305)919-5817 Advisor:

Event: MPAS Open House

Date: 9/03/13 Time: all day Location: WUC - 253

Attendance (please attach sign-in sheet)

Students: 57 Community: 

Faculty/Staff: 1 Total: 58

SGC Financial Support

Opening Balance: 4,465.14

Amount Spent: 126.98

Closing Balance: 4,338.16

What was the purpose of this event? Was that purpose accomplished?

To educate students about our office.

What was positive about this event? Why?

Yes we handed out lots of flyers and information about our programs/services.

What was negative about this event? Why?

Would have liked to do this in a more heavily trafficked area.

Should this event be done again next year?

Yes!!

Please attach any articles, flyers, or photos.

Signature: Jeffrey McNamee Date: 12-18-13

Advisor's Signature: Date:

Received

Biscayne Bay Campus, WUC 301, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-4080 • sgabc.fiu.edu
Revised November 2011
**Event Audit Report**

**Organization/Department:** Multicultural Programs & Services (MPAS)

**Representatives Name:** Jeffrey McNamee  
**Position:** Associate Director

**Phone:** (305) 919-5817  
**Advisor:**

**Event:** MPAS (STARS) Strengths Empowerment Workshop

**Date:** 09/26/13  
**Time:** 11:30 am  
**Location:** WUC 253

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
</table>
| Students: 17  
Community:  
Faculty/Staff:  
Total: 17 | **Opening Balance:** $1264.52  
**Amount Spent:** $80.60  
**Closing Balance:** $1,183.92 |

**SGC Financial Support**

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>$1264.52</td>
</tr>
<tr>
<td>Amount Spent</td>
<td>$80.60</td>
</tr>
<tr>
<td>Closing Balance</td>
<td>$1,183.92</td>
</tr>
</tbody>
</table>

**What was the purpose of this event? Was that purpose accomplished?**

The purpose of this workshop is to empower students to utilize & develop their strengths. Also to identify strengths in other and empower them. Yes the purpose for this workshop was accomplished.

**What was positive about this event? Why?**

The students enjoyed the message and they seemed to understand the concepts that were taught.

**What was negative about this event? Why?**

I wished that we were able to have all the students take a pre-test called the Strengths Quest. It would have allowed me to go deeper into the strengths philosophy.

**Should this event be done again next year?**

Yes, this is an annual event.

**Please attach any articles, flyers, or photos.**

**Signature:**  
**Date:** 09/27/13

**Advisor's Signature:**  
**Date:**

---

Biscayne Bay Campus, WUC 301, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-4060 • sgabc.fiu.edu  
Revised November 2011
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>03</td>
<td>1st Day to Drop/Add w/o fee</td>
<td></td>
<td></td>
</tr>
<tr>
<td>04</td>
<td>A Tutorials Begin</td>
<td></td>
<td></td>
</tr>
<tr>
<td>06</td>
<td>Multicultural Programs and Services Fall 2013 mpas.fiu.edu</td>
<td></td>
<td></td>
</tr>
<tr>
<td>07</td>
<td>Speed Friending</td>
<td>1 p</td>
<td>GC 314</td>
</tr>
<tr>
<td>08</td>
<td>1st Day to Drop/Add w/o fee</td>
<td></td>
<td></td>
</tr>
<tr>
<td>09</td>
<td>LGBTQA: Welcome Reception</td>
<td>3 p</td>
<td>WUC 155</td>
</tr>
<tr>
<td>10</td>
<td>VEo: Why Go Greek?</td>
<td>12 p</td>
<td>GC 305</td>
</tr>
<tr>
<td>11</td>
<td>LGBTQA: Welcome Reception</td>
<td>4 p</td>
<td>GC 243</td>
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<tr>
<td>12</td>
<td>STARS: FIU #411</td>
<td>12:30 p</td>
<td>WUC 253</td>
</tr>
<tr>
<td>13</td>
<td>STARS: FIU #411</td>
<td>12:30 p</td>
<td>GC 305</td>
</tr>
<tr>
<td>14</td>
<td>STARS: Reading Strategies</td>
<td>1 p</td>
<td>GC 216 &amp; WUC 253</td>
</tr>
<tr>
<td>15</td>
<td>STARS: Professors Friends or Foes</td>
<td>4 p</td>
<td>GC 305</td>
</tr>
<tr>
<td>16</td>
<td>STARS: Strengths Workshop</td>
<td>11:30 p</td>
<td>WUC 253</td>
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<tr>
<td>02</td>
<td>STARS: Strengths Workshop</td>
<td>4:40 p</td>
<td>GC 305</td>
</tr>
<tr>
<td>03</td>
<td>Career Fair BRC</td>
<td>11 a</td>
<td>WUC B101</td>
</tr>
<tr>
<td>04</td>
<td>LGBTQA: Welcome Reception</td>
<td>12 p</td>
<td>GC 305</td>
</tr>
<tr>
<td>05</td>
<td>STARS: Grad. School Symposium</td>
<td>12:30 p</td>
<td>GC 305</td>
</tr>
<tr>
<td>06</td>
<td>STARS: Grad. School Symposium</td>
<td>12:30 p</td>
<td>GC 305</td>
</tr>
<tr>
<td>07</td>
<td>MPAS/BSU Thanksgiving Luncheon</td>
<td>11 a</td>
<td>GC 243</td>
</tr>
<tr>
<td>08</td>
<td>LGBTQA Thanksgiving Dinner</td>
<td>3 p</td>
<td>WUC 155</td>
</tr>
<tr>
<td>09</td>
<td>LGBTQA Thanksgiving Dinner</td>
<td>11 a</td>
<td>GC 243</td>
</tr>
<tr>
<td>09</td>
<td>GRADUATE STUDY WEEKS</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**September**

- **02**: 1st Day to Drop/Add w/o fee
- **03**: A Tutorials Begin
- **04**: Multicultural Programs and Services Fall 2013 mpas.fiu.edu
- **06**: Speed Friending (1 p, GC 314)
- **08**: LGBTQA: Welcome Reception (3 p, WUC 155)
- **10**: VEo: Why Go Greek? (12 p, GC 305)
- **11**: LGBTQA: Welcome Reception (4 p, GC 243)
- **12**: STARS: FIU #411 (12:30 p, WUC 253)
- **13**: STARS: FIU #411 (12:30 p, GC 305)
- **14**: STARS: Reading Strategies (1 p, GC 216 & WUC 253)
- **15**: STARS: Professors Friends or Foes (4 p, GC 305)
- **16**: STARS: Strengths Workshop (11:30 p, WUC 253)

**October**

- **02**: STARS: Strengths Workshop (4:40 p, GC 305)
- **03**: Career Fair BRC (11 a, WUC B101)
- **04**: LGBTQA: Welcome Reception (12 p, GC 305)
- **05**: STARS: Grad. School Symposium (12:30 p, GC 305)
- **06**: STARS: Grad. School Symposium (12:30 p, GC 305)
- **07**: VEO: Budgeting/Credit Webinar (4 p, mpas.fiu.edu)

**November**

- **04**: Last Day to Drop with a DR grade
- **05**: STARS: Financial Aid Workshop (3 p, WUC 253)
- **12**: VEo: Music Around the World (3 p, WUC 253)
- **13**: STARS: Financial Aid Workshop (12:30 p, GC 305)
- **17**: STARS: Acting Your Personal Statement (11 a, GC 216 & WUC 253)
- **19**: STARS: Dynamic Presentations (3 p, HL 155 (BBC))
- **20**: MPAS Thanksgiving Luncheon (12 p, WUC 253)
- **21**: LGBTQA Thanksgiving Dinner (3 p, WUC 155)
- **22**: MMAS/BSU Thanksgiving Luncheon (11 a, GC 243)
- **23**: LGBTQA Thanksgiving Dinner (4 p, GC 243)

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**December**

- **06**: GRADUATE STUDY WEEKS
- **07**: GRADUATE STUDY WEEKS
- **08**: GRADUATE STUDY WEEKS
- **09**: GRADUATE STUDY WEEKS
- **10**: GRADUATE STUDY WEEKS
- **11**: GRADUATE STUDY WEEKS
- **12**: GRADUATE STUDY WEEKS
- **13**: GRADUATE STUDY WEEKS
- **14**: GRADUATE STUDY WEEKS
- **15**: GRADUATE STUDY WEEKS
- **16**: GRADUATE STUDY WEEKS
- **17**: GRADUATE STUDY WEEKS
- **18**: GRADUATE STUDY WEEKS
- **19**: GRADUATE STUDY WEEKS
- **20**: GRADUATE STUDY WEEKS
- **21**: GRADUATE STUDY WEEKS
- **22**: GRADUATE STUDY WEEKS
- **23**: GRADUATE STUDY WEEKS
- **24**: GRADUATE STUDY WEEKS
- **25**: GRADUATE STUDY WEEKS
- **26**: GRADUATE STUDY WEEKS

**Contact Information**

- GU-18: (305) 348-2436
- WUC-253: (305) 919-5817
<table>
<thead>
<tr>
<th>Date</th>
<th>Event/Activity</th>
<th>Time/Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 08</td>
<td>Spring Semester begins</td>
<td>All Day</td>
</tr>
<tr>
<td>Jan 13</td>
<td>Last Day to Drop/Add w/o a fee</td>
<td></td>
</tr>
<tr>
<td>Jan 22</td>
<td>MLK Youth Forum &amp; Peace Walk</td>
<td>10a WUC Blims</td>
</tr>
<tr>
<td>Jan 28</td>
<td>STARS: FAFSA Workshop</td>
<td>12:30p WUC253</td>
</tr>
<tr>
<td>Feb 03</td>
<td>BSU Black History Opening</td>
<td></td>
</tr>
<tr>
<td>Feb 06</td>
<td>MMAS/SSSP Excellence Awards</td>
<td>6p GC 243</td>
</tr>
<tr>
<td>Feb 13</td>
<td>LGBTQA: Healthy Relationships</td>
<td>12p GC 314</td>
</tr>
<tr>
<td>Feb 19</td>
<td>VEO: Facebook &amp; I Webinar</td>
<td>3p mps.fiu.edu</td>
</tr>
<tr>
<td>Feb 22</td>
<td>STARS: Strengths Workshop</td>
<td>11a GC 305</td>
</tr>
<tr>
<td>Feb 26</td>
<td>STARS: Strengths Workshop</td>
<td>12p GC 314</td>
</tr>
<tr>
<td>Feb 27</td>
<td>BSU Black History Closing Ceremony</td>
<td></td>
</tr>
<tr>
<td>Mar 04</td>
<td>VEO: Swimming Pools, Deck</td>
<td>2p WUC253</td>
</tr>
<tr>
<td>Mar 06</td>
<td>VEO: Happy Hour</td>
<td>3p GC 305</td>
</tr>
<tr>
<td>Mar 10-15</td>
<td>Spring Break</td>
<td></td>
</tr>
<tr>
<td>Mar 17</td>
<td>Last Day To Drop on a DR grade</td>
<td></td>
</tr>
<tr>
<td>Mar 20</td>
<td>LGBTQA: Family and Faith</td>
<td>12p GC 314</td>
</tr>
<tr>
<td>Mar 27</td>
<td>STARS: Writing 4 Cash</td>
<td>3p GC 374</td>
</tr>
<tr>
<td>Apr 03</td>
<td>VEO: Around the World in 60 mins</td>
<td>12:30p WUC 253</td>
</tr>
<tr>
<td>Apr 05</td>
<td>LGBTQA: The Politics of Pride Today</td>
<td>12p GC 314</td>
</tr>
<tr>
<td>Apr 18</td>
<td>VEO: Feed Your Mind</td>
<td>12:30p WUC 253</td>
</tr>
<tr>
<td>Apr 20</td>
<td>LGBTQA: LaVender Graduation</td>
<td>3p Pemberton</td>
</tr>
<tr>
<td>Apr 27</td>
<td>BSU: Final Honors</td>
<td></td>
</tr>
<tr>
<td>Apr 28</td>
<td>STARS: Short Stories</td>
<td>1p WUC253</td>
</tr>
<tr>
<td>GC 219</td>
<td>(305) 348-2436</td>
<td></td>
</tr>
<tr>
<td>WUC 253</td>
<td>(305) 619-4117</td>
<td></td>
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</tbody>
</table>
**Event Audit Report**

<table>
<thead>
<tr>
<th>Organization/Department:</th>
<th>Multicultural Programs &amp; Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representatives Name:</td>
<td>Jeffrey McNamee</td>
</tr>
<tr>
<td>Position:</td>
<td>Associate Director</td>
</tr>
<tr>
<td>Phone:</td>
<td>(305) 919-5817</td>
</tr>
<tr>
<td>Advisor:</td>
<td></td>
</tr>
<tr>
<td>Event:</td>
<td>Art Talk (STARS)</td>
</tr>
<tr>
<td>Date:</td>
<td>09/24/13</td>
</tr>
<tr>
<td>Time:</td>
<td>8 pm</td>
</tr>
<tr>
<td>Location:</td>
<td>Bay Vista Hall</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students: 26</td>
<td>Opening Balance: $1,290.52</td>
</tr>
<tr>
<td>Community:</td>
<td>Amount Spent: $26.00</td>
</tr>
<tr>
<td>Faculty/Staff: __________</td>
<td>Closing Balance: $1264.52</td>
</tr>
<tr>
<td>Total: 26</td>
<td></td>
</tr>
</tbody>
</table>

**What was the purpose of this event? Was that purpose accomplished?**

To inform housing students about our services and in particular our scholarships. Yes the purpose of this event was accomplished.

**What was positive about this event? Why?**

That we were able to partner with Housing. We are happy to get information about our office to the housing residents.

**What was negative about this event? Why?**

We wished there was more students in attendance.

**Should this event be done again next year?**

Yes, we will continue to partner with Housing.

Please attach any articles, flyers, or photos.

Signature: __________________________ Date: 9/25/13

Advisor's Signature: __________________ Date: __________
**Event Audit Report**

**Organization/Department:** International Student & Scholar Services  
**Representatives Name:** Ariel Ortiz  
**Phone:** 305-919-5813  
**Advisor:** Ariel Ortiz  
**Event:** Moon Festival  
**Date:** 09/19/2013  
**Time:** 12PM-2PM  
**Location:** AC1 Atrium

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students: 205</td>
<td>Opening Balance: $2,858.65</td>
</tr>
<tr>
<td>Community:</td>
<td>Amount Spent: $836.61</td>
</tr>
<tr>
<td>Faculty/Staff:</td>
<td>Closing Balance: $2,022.04</td>
</tr>
<tr>
<td>Total: 205</td>
<td></td>
</tr>
</tbody>
</table>

**What was the purpose of this event? Was that purpose accomplished?**

The purpose of this event was to celebrate the Chinese Mid-Autumn holiday or Moon Festivities. The event was a successful representation of the holiday to our FIU community.

**What was positive about this event? Why?**

We were able to provide valuable information about the Chinese holiday and a successful event through the collaboration of different departments and student organizations.

**What was negative about this event? Why?**

Will possibly look for a better location for the next celebration.

**Should this event be done again next year?**

Yes

**Please attach any articles, flyers, or photos.**

**Signature:**  
**Date:** 09/27/2013  
**Advisor’s Signature:**  
**Date:** 09/27/2013
September 27, 2013

The Moon Festival event on September 19th 2013 was collaboration between the Student Programming Board and the office of International Student & Scholar Services. We are sharing half/half the cost of the food for this event which totaled up to $790.00. ISSS was charged the amount of $790.00 and SPC will transfer $395.00 to ISSS account 1517140001.

Ariel Ortiz
Assistant Director/ISSS

Yselande Pierre
Assistant Director/SPC
Fax: (305) 348-3308

Customer Information
First Name: Ariel
Last Name: Ortiz
Organization: International Student & Department: Scholar Services
Email: aortiz@fiu.edu
Phone: (658) 3476
Location: Nat 363
Fax: (305) 3476
Tax Exempt: True
Exempt Info: FIU

Order Info:
Order Date: 9/19/2013

Delivery / Pickup Information
Select: Panther Premier Events and Catering
Option:
Method: Delivery to BBC Campus
Contact: Ariel Ortiz
Department: International Student & Department: Scholar Services
Phone: (658) 3476
Event Name: Student Event
Building: ACI
Room #: Lobby

Payment Information
Payment Type: Visa ending with 0476

Event Information
Guest Count: 45
Pick-up: Thursday, 9/19/2013
Delivery Date:
Room:
Availability: 10:00 AM
Time:
Set By Time: 11:30 AM
Event Start:
Time: 12:00 PM
Event End:
Time: 1:00 PM

REVISED

Joffrey Doughnut Blend Regular Coffee - per gallon
1
$23.50
$23.50

Hot Water with Assorted Herbal Teas - per gallon
1
$16.00
$16.00

Order Summary

<table>
<thead>
<tr>
<th>Beverages</th>
<th>Qty</th>
<th>Price</th>
<th>Ext</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joffrey Doughnut Blend Regular Coffee</td>
<td>1</td>
<td>$23.50</td>
<td>$23.50</td>
</tr>
<tr>
<td>Hot Water with Assorted Herbal Teas</td>
<td>1</td>
<td>$16.00</td>
<td>$16.00</td>
</tr>
</tbody>
</table>

Order Totals

<table>
<thead>
<tr>
<th>Sub Total</th>
<th>Delivery Charge</th>
<th>Order Total</th>
<th>Balance Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>$79.00</td>
<td>$7.11</td>
<td>$46.61</td>
<td>$46.61</td>
</tr>
</tbody>
</table>

Special Instructions

Estimate #23363
To: AR1ZR

The Best Dim Sum in Miami
Chef Ho
16850 Collins Ave, 106A
Sunny Isles Beach FL 33160
305-974-0338

<table>
<thead>
<tr>
<th>Date</th>
<th>Client</th>
<th># of Trays</th>
<th>Item Description</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/18/2013</td>
<td>FIU 9/9/2013 Catering</td>
<td>7</td>
<td>Pork fried Rice</td>
<td>$210.00</td>
</tr>
<tr>
<td>9/18/2013</td>
<td>FIU 9/9/2013 Catering</td>
<td>7</td>
<td>Chicken Lo Mein</td>
<td>$230.00</td>
</tr>
<tr>
<td>9/18/2013</td>
<td>FIU 9/9/2013 Catering</td>
<td>6</td>
<td>Orange Chicken</td>
<td>$240.00</td>
</tr>
<tr>
<td>9/18/2013</td>
<td>FIU 9/9/2013 Catering</td>
<td>75</td>
<td>Egg Rolls (cut half)</td>
<td>$110.00</td>
</tr>
</tbody>
</table>

Food delivery on 9/18/2013 at 12:00 pm to FIU/Atrium/Atrium

Att: AR1ZR
305-919-4613

Thank You

Total: $790.00
FILIPINO CATERING
1080 COLLINS AVE
SUNNY ISLES, FL 33160

09/18/2013 17:02

MID: 0000000002000000

CARD #: 334255254883

CARD: VISA

CARD CODE: P

TIP AMT: $790.00

I agree to pay above total amount
according to card issuer agreement.
(Payment agreement if Credit Card, etc.)
Mid-autumn Festival

Chinese Food

Mooncake

Tea

Thursday, Sep. 19th
12:00 - 2:00 pm

ACI

Sponsor by ISSS

CHMSA SOCIUSC
Event Audit Report

Organization/Department: International Student & Scholar Services
Representatives Name: Ariel Ortiz Position: Asst. Dir.
Phone: 305-919-5813 Advisor: Ariel Ortiz
Event: Tour of Miami: Int'l Kayak & BBQ Day at the Bay
Date: 09/21/2013 Time: 12PM - 3PM Location: Outside by The bay/BVH

Attendance (please attach sign-in sheet)
Students: 95 Community: 
Faculty/Staff: Total: 95

SGC Financial Support
Opening Balance: $3,478.58
Amount Spent: $205.34
Closing Balance: $3,273.24

What was the purpose of this event? Was that purpose accomplished?
The purpose of this trip was to provide an activity for our students to enjoy a tour of
the bay via kayak & paddle boarding, hosted by BBC Rec. Center. Students enjoyed
the activity and it was followed by a BBQ.

What was positive about this event? Why?
The turnout was good and the event was co-sponsored with ISC and Bay Vista
Housing.

What was negative about this event? Why?
The BBQ & Kayaking were at separate location and perhaps in the future it will be
best to maintain everything at a central location.

Should this event be done again next year?
Yes.

Please attach any articles, flyers, or photos.

Signature: Date: 10/09/2013
Advisor's Signature: Date: 10/09/2013
International BBQ & KAYAK & PADDLE BOARDINGON

Saturday, September 21st
12:00pm – 3:00pm

BBQ: Outside Bay Vista Housing

KAYAK & PADDLE BOARDING:
On the bay (Behind HM building)

Sponsor
ISSS SGA
Bay Vista Housing
International BBQ & KAYAK & PADDLE BOARDINGON

Saturday, September 21st
12:00pm – 3:00pm

BBQ: Outside Bay Vista Housing

KAYAK & PADDLE BOARDING:
On the bay (Behind HM building)

Sponsor:
JSSS SCA
Bay Vista Housing

Free food & KAYAK & PADDLE BOARDING
International Kayak/BBQ by the Bay 9/21/2013
<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>DORITOS</td>
<td>18</td>
<td>5.98</td>
<td>107.64</td>
</tr>
<tr>
<td>DORITOS</td>
<td>2</td>
<td>2.98</td>
<td>5.96</td>
</tr>
<tr>
<td>10 LB ICE</td>
<td>10</td>
<td>2.00</td>
<td>20.00</td>
</tr>
<tr>
<td>DADEE HAMB</td>
<td>1</td>
<td>2.48</td>
<td>2.48</td>
</tr>
<tr>
<td>100 FT FOIL</td>
<td>1</td>
<td>5.98</td>
<td>5.98</td>
</tr>
</tbody>
</table>

**Subtotal:** 126.58
**Total:** 126.58

**Subtotal:** 126.58
**Total:** 126.58

**Visa Tend:** 126.58
**Account:** **** **** **** 0476

**Ref # 09:**
**Validation - E**
**Terminal # MAO1799**

09/21/13 10:23:38

**Customer Copy***

Layaway is back. Get started today Sept. 13 - Dec. 13

09/21/13 10:23:38

**Customer Copy***
TO: Ariel Ortiz  
International Students Club  
(305)919-5813  
ariortiz@fiu.edu  

FOR: Kayak Day on the Bay Tour (International Students Club)  
Thursday, September 21, 2013  
From: 12:00pm-2:00pm  

Charges Include  
1. Kayak Rental  
2. Safety Equipment  
3. Kayak Guide/Lifeguards  
4. Set-up and Breakdown of Equipment

<table>
<thead>
<tr>
<th>AMOUNT OF TOURS/TRIPS</th>
<th>HOURS</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
</table>
| BBC Kayak Tour  
30 participants/ 5 paddle boards and 5 Kayaks | 2 | | $150.00 |

TOTAL $150.00

Please pay amount by money order, purchase order or smart billing.  
Make all money orders payable to BBC Recreation.  
Payment is due 5 days after invoice date.

Thank you for your business!
**Event Audit Report**

**Organization/Department:** International Student & Scholar Services

**Representatives Name:** Ariel Ortiz  
**Position:** Assist. Dir.

**Phone:** 305-919-4813  
**Advisor:** Ariel Ortiz

**Event:** Job Search Strategies/OPT Combined Workshops

**Date:** 09/12/2013  
**Time:** 1:30 - 4:00PM  
**Location:** WUC 363

### Attendance (please attach sign-in sheet)

| Students: 17 | Community: | Faculty/Staff: | Total: 17 |

### SGC Financial Support

<table>
<thead>
<tr>
<th>Opening Balance:</th>
<th>Amount Spent:</th>
<th>Closing Balance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2,879.48</td>
<td>$20.38</td>
<td>$2,858.65</td>
</tr>
</tbody>
</table>

**What was the purpose of this event? Was that purpose accomplished?**

To provide students with proper strategies for job searching and also provide international students with a detailed explanation of their Optional Practical Training options after graduation.

**What was positive about this event? Why?**

The collaboration between Career Services & ISSS worked very well and one workshop transitioned perfectly into the other.

**What was negative about this event? Why?**

N/A

**Should this event be done again next year?**

Yes

**Please attach any articles, flyers, or photos.**

**Date:** 09/16/2013  
**Advisor's Signature:**
Job Search Strategies for International Students

Thursday, Sept. 12, 2013

Time: 1:30pm—2:30pm

BBC Campus—WUC 363

Are you graduating soon? Looking forward to OPT? Start your job search today! Where do you start? We’ll give you the BASICS:

- Effective Job Search Practices
- Industry Recruitment Trends
- Immigration Regulations
- Employment Options
- Major Challenges & Response Strategies

Start your job search off right!

Presented by:
Career Services Office and International Student & Scholar Services
For further information, please call:
Career Services: 305-919-5770 Or ISSS: 305-919-5813
ISSS Presents:
LIVE OPT
Training Workshops!

Dates:

OPT workshop: Thursday, 12th
3:00pm - 4:00pm

Prefer to learn about employment options in person? Still have questions after the online workshops? If so, come to our live Employment Practical Training Workshops (EPT) in the ISSS Office (WUC 363).

For More Info Contact
ISSS Biscayne Bay Campus
305-919-5813 or
Visit our Office at WUC Room 363
Publix
Biscayne Commons Plaza
14641 Biscayne Blvd.
N Miami Beach, FL 33181
Store Manager: Prince Sajous
305-354-2171

HAM CROQUETTE 25CT  4.99  F
GUAVA PASTRY 25 CT    7.00  F
MINI CROISSANTS       4.85  F
NESTLE PURE LIFE      3.99  F

Order Total        20.83
Sales Tax          0.00
Grand Total        20.83
Credit Payment     20.83
Change             0.00

________________________
PRESTO!
Debit Request Not Authorized
Acct # XXXXXXXXXXXX0476
Reason: Not Authorized
Reference #: 056171 003
Trace #: 0010011541

________________________
PRESTO!
Reference #: 056172-003
Trace #: 0010011561
Acct #: XXXXXXXXXXXX0476
Purchase VISA
Amount: $20.83
Auth #: 071765

Your cashier was Paulince
09/12/2013 12:17 S1017 R105 9200 C0222

Love to shop here. Love to save here.
Visit publix.com/save

Publix Super Markets, Inc.
Evaluation Summary

Number of Students signed-in: 10
Number of Evaluations completed: 8

Level of Study

Graduate (5) Undergraduate (3) Other (0)
Majors

<table>
<thead>
<tr>
<th>Major</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hospitality MGMT (5)</td>
<td></td>
</tr>
<tr>
<td>Psychology (1)</td>
<td></td>
</tr>
<tr>
<td>Business (2)</td>
<td></td>
</tr>
<tr>
<td>Higher Ed (2)</td>
<td></td>
</tr>
</tbody>
</table>

How did you hear about this workshop?

<table>
<thead>
<tr>
<th>Source</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flyer (Calendar of Events) (1)</td>
<td></td>
</tr>
<tr>
<td>Email (6)</td>
<td></td>
</tr>
<tr>
<td>Friend (0)</td>
<td></td>
</tr>
<tr>
<td>Other (1)</td>
<td></td>
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</table>

Other: (1) Career Services
Questions

1. Did the International Job Search Strategies Workshop meet your expectations?

<table>
<thead>
<tr>
<th></th>
<th>YES (8)</th>
<th>NO (0)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>8</td>
<td></td>
</tr>
</tbody>
</table>

2. What did you like about the workshop?

- Almost. It lets me know how key points about resume, and something about H-1B Requirement.
- Yes. I got lots of useful information about how to enhance myself to try and find a job.
- Yes. Help me to think deeply at more clear direction.
- Yes, it did help me understand the process of searching for jobs for international students and also helped me lose the fear of doing so.
- Yes. A lot of information
- Yes. It was very informative.
- Yes, it provided information that was new & useful.

3. Did you dislike anything about the workshop? Any suggestions for improvements?

- No (8)

4. Would you recommend this workshop to other students?

<table>
<thead>
<tr>
<th></th>
<th>YES (8)</th>
<th>NO (0)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>8</td>
<td></td>
</tr>
</tbody>
</table>

Other Comments:

- I really got information from this workshop and I hope more workshops will be help for international students
- Tips for International Students when trying to start their career in the US.
- Very excellent workshop. Thank you very much.
Program Suggestions:

1. How to write a better resume
2. How to improve English skills
3. Providing more websites can refer to & get to know about companies sponsoring International Students
Event Audit Report

Organization/Department: Broward SGA

Representatives Name: Diana Arcentales  Phone: 6-8613

Position: Coord., Student Life  Advisor: Dr. Diana Little, Director

Event: Health Week Fall 2013 - Broward Pines Center Main Lobby

Date/Time/Location: Monday-Thursday, September 16-19, 2013 4:30-6:30PM

Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Students</th>
<th>Community</th>
</tr>
</thead>
<tbody>
<tr>
<td>365</td>
<td>10</td>
</tr>
<tr>
<td>Total</td>
<td>375</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Faculty/Staff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>29</td>
<td>324</td>
</tr>
</tbody>
</table>

SGC Financial Support

Amount Funded: $1,199.79

Amount Spent: $1,199.79

What was the purpose of this event? Was that purpose accomplished?
Yes! The Fall 2013 Health & Wellness Week event allowed FIU Broward Pines Center students, faculty & staff to have FREE health & vision screenings.

What was positive about this event? Why?
The students enjoyed healthy snacks, fruit juices, Whole Foods donated cereal bars and the free shampoo & face wash samples. They also appreciated the FREE health & vision screenings as represented by: Visionworks, FIU Student Dietetic Association, FIU Nursing students, FIU PTE Occupational Therapy students, FIU Go-Green (organic food choices) and the Vitamin Shoppe. They enjoyed this event sponsored by SGA & Student Life.

What was negative about this event? Why?
None

Should this event be done again next year?
Yes! The students appreciated it. Thank you.

Received
SEP 30, 2013

SGC BBC

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales  Date: September 24, 2013

Advisor's Signature: Dr. Diana Little  Date: September 24, 2013
<table>
<thead>
<tr>
<th>Item</th>
<th>Item #</th>
<th>Description</th>
<th>Qty</th>
<th>Unit $</th>
<th>Price</th>
<th>Total $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hand Sanitizer w/Carabiner - B</td>
<td>5007341-B</td>
<td>Hand Sanitizer w/Carabiner - B</td>
<td>1</td>
<td>1.9900</td>
<td>995.00</td>
<td>995.00</td>
</tr>
<tr>
<td>Coupon Code</td>
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Grand Total: 995.23
Received: 995.23
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<th>Amount</th>
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<td>1.18</td>
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<td>0.00</td>
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</tr>
<tr>
<td>NUTRI GRAIN 003800036700 F</td>
<td>2.68</td>
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<tr>
<td>NAT VAL BAR 001600012268 F</td>
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<td>10 LB ICE 076322200110 F</td>
<td>2.00</td>
<td>0.00</td>
<td>2.00</td>
</tr>
</tbody>
</table>

**Subtotal:** 201.66

**VISA TEND:** 204.66
Join us

September 16th - 19th

FIU Broward Pines Center
4:30 p.m. - 6:30 p.m.
Main Lobby

Free health & vision screenings, demonstrations and information. Plus select exhibitors will be offering special deals for FIU students!

FREE healthy snacks, juices & FIU Broward hand sanitizers to first 125 students each day.

Participating exhibitors:

FIU Nursing & Health Sciences
Florida International University

Visionworks

Walgreens

Whole Foods

Florida International University

The Vitamin Shoppe

Pines West Chiropractic

International Therapeutics
Event Audit Report

Organization/Department: Multicultural Programs & Services

Representatives Name: Jeffrey McNamee Position: Associate Director
Phone: (305) 919-5817 Advisor:

Event: STARS: Graduate School Symposium
Date: 10/16/13 Time: 12 pm Location: WUC-155

Attendance (please attach sign-in sheet)
Students: 11 Community: 
Faculty/Staff: 6 Total: 17

SGC Financial Support
Opening Balance: 4,120.73
Amount Spent: 320.00
Closing Balance: 3,800.73

What was the purpose of this event? Was that purpose accomplished?
To educate students about what they should be doing now to prepare themselves for Graduate School Admission.

What was positive about this event? Why?
The students that attended got really useful information and enjoyed themselves.

What was negative about this event? Why?
We did not have the turnout we desired because of other programming that interfered with our program.

Should this event be done again next year? Yes!

Please attach any articles, flyers, or photos.

Signature: Jeffrey McNamee Date: 12-18-13
Advisor's Signature: Date:
Event Audit Report

Organization/Department: Multicultural Programs & Services

Representatives Name: Jeffrey McNamee Position: Associate Director

Phone: (305)919-5817 Advisor: 

Event: Male Mentoring Initiative: The Wake Up Workshop #2

Date: 10/08/13 Time: 12 pm Location: WUC-253

Attendance (please attach sign-in sheet)

Students: 15 Community: 
Faculty/Staff: Total: 15

SGC Financial Support

Opening Balance: 4,172.73 Amount Spent: 52.00 Closing Balance: 4,120.73

What was the purpose of this event? Was that purpose accomplished?

To encourage male students to stay enrolled at FIU.

What was positive about this event? Why?

Students seemed encouraged by our program

What was negative about this event? Why?

Wish more students attended

Should this event be done again next year?

Yes!!

Please attach any articles, flyers, or photos.

Signature: 
Date: 12-18-13

Advisor's Signature: 
Date: 

Biscayne Bay Campus, WUC 301, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-4060 • Student Affairs
Revised November 2011
## Event Audit Report

**Organization/Department:** Multicultural Programs & Services  
**Representatives Name:** Jeffrey McNamee  
**Position:** Associate Director  
**Phone:** (305)919-5817  
**Advisor:**  

**Event:** Male Mentoring Initiative: The Wake Up Workshop #1  
**Date:** 10/01/13  
**Time:** 3:30 pm  
**Location:** WUC-253

### Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Students</th>
<th>Community</th>
<th>Faculty/Staff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
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</table>

### SGC Financial Support

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>4,231.56</td>
</tr>
<tr>
<td>Amount Spent</td>
<td>58.83</td>
</tr>
<tr>
<td>Closing Balance</td>
<td>4,172.73</td>
</tr>
</tbody>
</table>

---

What was the purpose of this event? Was that purpose accomplished?

To encourage male students to not just survive but thrive at FIU

What was positive about this event? Why?

We showed the students the statistics about male minority retention at FIU and in higher education.

What was negative about this event? Why?

Run out of time, going to do a follow up workshop

Should this event be done again next year?

Yes!

---

Please attach any articles, flyers, or photos.

**Signature:**  
**Date:** 12-19-13

**Advisor's Signature:**  
**Date:**
## Event Audit Report

**Organization/Department:** Multicultural Programs & Services  
**Representatives Name:** Jeffrey McNamee  
**Position:** Associate Director  
**Phone:** (305)919-5817  
**Advisor:**  
**Event:** Male Mentoring Initiative: The Wake Up Workshop #1  
**Date:** 10/01/13  
**Time:** 3:30 pm  
**Location:** WUC-253

### Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Students</th>
<th>Community</th>
<th>Faculty/Staff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td></td>
<td></td>
<td>12</td>
</tr>
</tbody>
</table>

### SGC Financial Support

- **Opening Balance:** $4,231.56  
- **Amount Spent:** $58.33  
- **Closing Balance:** $4,172.73

---

**What was the purpose of this event? Was that purpose accomplished?**

To encourage male students to not just survive but thrive at FIU.

**What was positive about this event? Why?**

We showed the students the statistics about male minority retention at FIU and in higher education.

**What was negative about this event? Why?**

Run out of time, going to do a follow up workshop.

**Should this event be done again next year?**

Yes!

---

**Please attach any articles, flyers, or photos.**

---

**Signature:**  
**Date:** 12-12-13

**Advisor's Signature:**  
**Date:**
Event Audit Report

<table>
<thead>
<tr>
<th>Organization/Department:</th>
<th>Broward SGA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representatives Name:</td>
<td>Diana Arcentales</td>
</tr>
<tr>
<td>Position:</td>
<td>Coord., Student Life</td>
</tr>
<tr>
<td>Advisor:</td>
<td>Dr. Diana Little, Director</td>
</tr>
<tr>
<td>Event:</td>
<td>Homecoming &quot;Panther Pride&quot; Week - Broward Pines Center Main Lobby</td>
</tr>
<tr>
<td>Date/Time/Location:</td>
<td>M-Th, Oct. 7-10 @ 4:30-6:30 PM &amp; Sat., Oct. 12, 2013 11:30 AM</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students: 608</td>
<td>Amount Funded: $6,512.06</td>
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<tr>
<td>Faculty/Staff: 49</td>
<td>Amount Spent: $6,512.06</td>
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<tr>
<td>Community: 15</td>
<td>Total: 672</td>
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What was the purpose of this event? Was that purpose accomplished?
Yes! The Homecoming "Panther Pride" Week event allowed FIU Broward Pines Center students, faculty & staff to celebrate and demonstrate their school spirit!

What was positive about this event? Why?
The students loved receiving their Homecoming shirts and delicious gelato HipPops bars, in a lively and festive environment. They enjoyed this event sponsored by SGA & Student Life.

What was negative about this event? Why?
None

Should this event be done again next year?
Yes! The students appreciated it. Thank you.

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales  Date: October 14, 2013
Advisor's Signature: Dr. Diana Little  Date: October 14, 2013
FLORIDA INTERNATIONAL UNIVERSITY

HOMECOMING

BROWARD PINES CENTER PRESENTS:

PANTHER PRIDE WEEK
"UNLEASH THE SPIRIT"

October 7th - 10th
Monday - Thursday
4:30 p.m. - 6:30 p.m.
&
Saturday, October 12th
11:30 a.m. - 1:30 p.m.

Main Lobby

*Quantities limited.
**INVOICE # 35271**

**Screen Print**

---

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7718 NW 54 STREET DORAL, FL 33166 PHONE:305-477-1002 FAX:305-477-4436

www.arteescorp.com email: sales@arteescorp.com

---

**PO**  
**Rep**  
**Ship Via**  
**Pick Up**  
**Ship Date**  
**Created**  
**Terms**  
**Terms**  
**Payment Due**  
**Created**  
**8/19/2013**  
**Deadline**  
**8/26/2013**

---

**BILL TO**

**SHIP TO**

DIANA ARCENTALES  
17195 SHERIDAN ST  
PEMBROKE PINE FL 33331

---

<table>
<thead>
<tr>
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<th>Product Color</th>
<th>Size Qty.</th>
<th>S</th>
<th>M</th>
<th>L</th>
<th>XL</th>
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<th>3 XL</th>
<th>Total</th>
<th>Cost Ea.</th>
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<td></td>
<td></td>
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Reference

FRONT: FIU DESIGN IN MULTI COLORS AND BACK 1 COLOR INK.  
DISCHARGE PRINTING.

---

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All claims must be made 5 days of receipt of goods. Merchandise cannot be returned without our permission. No anticipation allowed. In the event that it is necessary to maintain an order or to cancel this invoice in the hands of a credit agency for collection or to enforce any of the terms and conditions herein, responsible attorney fees shall be charged. A service charge equal to the fees allowed by law will be charged on all past due invoices. Buyer waives seller of any liability regarding artwork approved or furnished by buyer. Net - net all sales tax. Customer goods stored at own risk. Allow up to 2% or 2% damages on customer shipped goods. Cost incurred & 15% restocking fee will be charged on all cancelled or changed orders.
| CR | Date       | Check #  | Vendor # | Cust. # | Invoice Number | Invoice Date | Voucher ID | PO#:     | Gross Amount | Discount Taken | Late Charge | Paid Amount |
|----|------------|----------|----------|---------|----------------|--------------|------------|----------|------------|---------------|-------------|-------------|-------------|
| 10122013-3750 | Oct/12/2013 | 00417650 | 0000034804 |        | 10122013-3750  | Oct/12/2013 | 00417650 |          | $3,750.00   | $0.00         | $0.00       | $3,750.00   |

Attention Vendors:
Want to improve your cash flow? Reduce trips to the bank?
Sign up for EFT payments today.
If you have any questions, please contact Procurement Services via email at vendors@fiu.edu or call 305-348-2161.

We are proud to be a Tobacco and Smoke Free Campus which means that smoking and/or the use of any tobacco product is not permitted in any area of the university campus including buildings, green spaces, vehicles, and parking areas. Visit [http://tobacco-free.fiu.edu](http://tobacco-free.fiu.edu) for more information.

Please return completed and signed forms to:
Florida International University Procurement Services, CSC-411 Vendor Information Request Miami, FL 33199
You may also fax the forms to: 305-348-1110

Employees: Please sign on to my.fiu.edu to sign up for direct deposit.

<table>
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<tr>
<th>Gross Amount</th>
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<th>Late Charges</th>
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<td>$0.00</td>
<td>$3,750.00</td>
</tr>
</tbody>
</table>

HIPPOPS LLC

405 SW 2ND TERRACE
DANIA BEACH, FL 33004
FIU Broward  
Dianna Arcentales

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit Cost ($)</th>
<th>Quantity</th>
<th>Price ($)</th>
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</thead>
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<tr>
<td>Gelato POPs</td>
<td>Client may choose up to 5 flavors of gelato or sorbet. 2 signature Belgian chocolate dips &amp; up to 4 POPings of their choice.</td>
<td>6.00</td>
<td>500</td>
<td>3,000.00</td>
</tr>
<tr>
<td>POPstar service</td>
<td>2 POPstars will greet your guests &amp; assist them in customizing their handcrafted awesomeness.</td>
<td>150.00</td>
<td>5</td>
<td>750.00</td>
</tr>
</tbody>
</table>

NOTES: Hi Diane,

Here is the estimate for your homecoming "Panther Pride" week in October. For the Sat event we will bring extra bars for a charge of $6/bar over the 100 bars.
Please let me know if there is anything else you need from me & thank you for the opportunity to provide you and your guests with a fresh, fun and memorable dessert experience.

Tony

| Subtotal:  | 3,750.00 |
| Estimate Total: | $3,750.00 |

This estimate was sent using FRESHBOOKS
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<td>ITEM DISCOUNT</td>
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</table>

**TRAN. DISC 10.00%**

**SUBTOTAL** $76.92

**TOTAL** $76.92

**CR VISA** $76.92

**ITEMS = 37 YOU SAVED $8.56**

**CR VISA SALE** $76.92

APPR: 018639

---

*Discounts apply to specific items as indicated.*
SUBTOTAL $76.92
TOTAL $76.92
CR VISA $76.92
ITEMS * 37 YOU SAVED $8.56

CR VISA SALE $76.92
XXXXXXXXXXXXX6893
APPR: 018639
JOURNAL: 0324047883814148

CUSTOMER COPY

STORE 324 TRN 34 REG 4
09-10-2013 02:28:44 PM

ODC 0N05 004 01A8

*0DC0N0500401A8*

RETURNS MUST BE MADE WITHIN
30 DAYS OF PURCHASE
RECEIPT MUST ACCOMPANY EACH RETURN
ONLY UNOPENED PACKAGES
MAY BE RETURNED

SEASONAL ITEMS MAY BE RETURNED
UP TO 7 DAYS PRIOR TO HOLIDAY

MERCHANDISE CREDITS ARE ONLY REDEEMABLE
AT ISSUING STORES.
Walmart

(954) 442-5822
MANAGER DENISE SHAHEEN
151 SW 184TH AVE
PENBROKE PINES FL 33029
ST# 2591 OP# 00001541 TE# 02 TR# 03268
NESTLE WATER 006827493471 F
14 AT 1 FOR 3.48 48.72 0
SUBTOTAL 48.72
CHIPS 002840000289 F 6.98 0
CHIPS 002840000289 F 6.98 0
CHIPS 002840000289 F 6.98 0
SUBTOTAL 72.64
TOTAL 72.64
VISA TEND 72.64

ACCOUNT # ***** **** 6893 S
APPROVAL # 062160
REF # 00
TRANS ID - 0463276473537842
VALIDATION - J37T
PAYMENT SERVICE - E
TERMINAL # MX098233

10/02/13 09:09:18
CHANGE DUE 0.00

# ITEMS SOLD 18

TC# 9160 6354 4286 2073 4441

Layaway is back. Get started today
Sept. 13 - Dec. 13
10/02/13 09:09:18

***CUSTOMER COPY***
Flu

Biscayne Bay Campus' Student Government Council

Event Audit Report

Organization/Department: International Student & Scholar Services

Representatives Name: Ariel Ortiz
Position: Asst. Dir.

Phone: 305-919-5813
Advisor: Ariel Ortiz

Event: Tour of Miami: Bayside Boat Trip

Date: 10/05/2013
Time: 10AM-4PM
Location: Bayside Marketplace

Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Students</th>
<th>Community</th>
</tr>
</thead>
<tbody>
<tr>
<td>74</td>
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</table>

<table>
<thead>
<tr>
<th>Faculty/Staff</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>3</td>
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</tbody>
</table>

SGC Financial Support

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance:</td>
<td>$4,800.00</td>
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<tr>
<td>Amount Spent:</td>
<td>$1,321.42</td>
</tr>
<tr>
<td>Closing Balance:</td>
<td>$3,478.58</td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished?

The purpose of this trip was to introduce students to Miami's Bayside Marina and tour the beautiful sights of Biscayne Bay. Students enjoyed the trip and got the opportunity to mingle and meet new people.

What was positive about this event? Why?

The weather for the event was perfect and we had a large turnout, due in great part to the collaboration between departments to host this event.

What was negative about this event? Why?

N/A

Should this event be done again next year?

Yes. It is a great kick off event for our new International Students.

Please attach any articles, flyers, or photos.

Signature: [Signature]
Date: 10/08/2013

Advisor's Signature: [Signature]
Date: 10/08/2013
Boat Tour Pictures 10/5/2013
Trip to Bayside & Boat Tour of Miami’s Biscayne Bay

Date: Saturday, October 5, 2013
Time: 10:00AM – 4:00PM
Location: Bayside Marketplace

Bus will leave FIU at 10AM and be back at FIU campus by 4PM

Must Sign-up!

Tour Cost is Free!!!
(Just bring money for lunch & Shopping at Bayside)

Sponsored by International Student & Scholar Services & Bay Vista Housing

For questions please contact:
ISSS at 305-919-4813 or BVH at 305-919-5587

Register Today @ ISSS Office (WUC 636) or BVH Front Desk

SPACE IS LIMITED!!!
<table>
<thead>
<tr>
<th>Description</th>
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<th>Rate</th>
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<tbody>
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<td>$904.64</td>
<td>$904.64</td>
</tr>
<tr>
<td>City of Miami Surcharge ($15-$29.99) with a price of $1.00</td>
<td>1</td>
<td>$44.00</td>
<td>$44.00</td>
</tr>
</tbody>
</table>

**Total Invoice**: $948.64

**Importance (Please Read):**
- Payment is due 72 hours prior to cruise date. Sightseeing Tours Management, Inc. reserves the right to cancel the reservation if full payment has not been received. For credit card payments over $2000 the card holder must present the card and a photo ID to Island Queen Cruises Ticket Booth.
- A 15 minute prior to scheduled cruise arrival is sufficient to obtain boarding passes. Boarding on vessel begins 15 minutes prior to your scheduled time. If clients have not made a presence at Island Queen Cruises Ticket Booth 15 minutes prior to scheduled event the reservation will be released and made available to general public sale. Island Queen Cruises will honor reservation after the 15 minute cutoff providing a request on behalf of the client was made by calling 305-374-3344 to inform of tardiness. Please note that the reservation will be honored per client request however when vessel departs prior to your arrival you will be responsible for the reservation. No refunds will be honored.
- Cancellations will be accepted 24 hours prior with email request to reservations@islandqueencruises.com.

**PLEASE SIGN:**

**Note:**
- Fax to: 305-372-0186
### Charter Invoice

<table>
<thead>
<tr>
<th>Invoice Date</th>
<th>Invoice #</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/16/2013</td>
<td>SI50881</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CUSTOMER</th>
<th>Please Make Check Payable To:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Florida Int. University</td>
<td>Sightseeing Tours Management, Inc.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Millionaires Row (44 Adults @ $20.56)@ 10/05/2013 11:00</td>
<td>1</td>
<td>$904.64</td>
<td>$904.64</td>
</tr>
<tr>
<td>City of Miami Surcharge ($15-$29.99) with a price of $1.00</td>
<td>1</td>
<td>$44.00</td>
<td>$44.00</td>
</tr>
</tbody>
</table>

**IMPORTANT (Please Read):**

- Payment is due 72 hours prior to cruise date. Sightseeing Tours Management, Inc., reserves the right to cancel the reservation if full payment has not been received. For credit card payments over $2000 the card holder must present the credit card at the Island Queen Cruises Ticket Booth.
- Arrive 30 minutes prior to scheduled cruise allowing sufficient time to obtain boarding passes. Boarding on vessel begins 15 minutes prior to your scheduled time. If clients have not made a presence at Island Queen Cruises Ticket Booth 15 minutes prior to scheduled event the reservation will be released and made available to general public sales. Island Queen Cruises will honor reservation after the 15 minute cutoff time providing a request on behalf of the client was made by calling 305.374.3344 to inform of tardiness. Please note that the reservation will be honored as per client request however when vessel departs prior to your arrival you will be responsible for the reservation. No refunds will be honored.
- Cancellations will be accepted 24 hours prior to date with email request to reservations@islandqueencruises.com.

**PLEASE SIGN:**

---

**Print Name:**

---

**Fax to:** 305-372-0186

---

**Balance Due:** $948.64
**ADT Transportation, Inc.**  
4310 North West 185th Street  
Miami Gardens, FL 33055  
Tel: 305-625-7710  
Fax: 1-305-359-5407  
E-mail: adttransport@gmail.com

**Bill To:**  
FIU Biscayne Bay Campus  
Pre-College Programs  
3000 NE 151 Street  
North Miami, FL 33181  
Wolfe University Center 257  
Tel: 305-919-4329  
Fax: 305-919-4244

**Ship To:**  
Ariel A. Ortiz, Coordinator/DSO  
Florida International University  
International Student & Scholar Services  
3000 N.E. 151st Street, WUC 363  
North Miami, FL 33181

<table>
<thead>
<tr>
<th>Qty</th>
<th>Item</th>
<th>Description</th>
<th>Date</th>
<th>Mileage</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Round Trip</td>
<td>Saturday, September 7, 2013 10:00am – 3:00pm 1 BUS FIU Biscayne Bay Campus to Bayside Market Place - Ariel A. Ortiz</td>
<td>174.00</td>
<td>174.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Round Trip</td>
<td>Handicapp Accessible Bus</td>
<td>174.00</td>
<td>174.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Invoice**  
**Invoice Date:** 9/7/2013  
**Invoice #:** 7539

**Purchase Order #:** M-DPCPS Vendor #: 9400035  
Terms: Net 30

**Total:** $348.00  
**Payments/Credits:** $0.00  
**Balance Due:** $348.00

**IMPORTANT:**  
We now accept credit cards. If paying by check please write invoice number on check. Please mail your payment. Do not pay the drivers. Returned check will be charged at $35.00.

**PAYMENT TERMS:** 
Payments can be made as follows: Due upon delivery of invoice. Customer must pay within 30 days of service. If payments are not paid when due, interest will accrue at 1.5% per month. Customer will be responsible for any attorney's fees associated with collection of any invoices past due. Cancellations must be made 24 hours in advance via fax or 90% of the fees will be charged per bus dispatched.

**10/8**
RECALL TRANSACTION
TERMINAL: 107
TRANS-No: 0534

ICE 10#: 10/3
2 @ 1.69 3.78 TF

TAX EXEMPT #
Order Total 3.78
Grand Total 3.78
Credit Payment 3.78
Change 0.00
TAX FORGIVEN 0.27

PRESTO!
Reference #: 51468-003
Trace #: 001-012650
Acct #: X0000990000478
Purchase VISA
Amount: 3.78
Auth #: 067227

Your cashier was Nidia

10/05/2013 0:39 51017 R151 0566 00416
Love to shop here. Love to save here.
Visit publix.com/save
Publix Super Markets, Inc.
The Tour of Miami Bayside Boat Trip was collaboration between BVH and ISSS and per the attached receipts we will each be incurring the cost of each group of 44. We had reserved for a total 88+ however only 77 actually attended. A refund of 237.16 will be issued back to our department credit card for the Boat Tour admissions.

Ariel Ortiz
Assistant Director, ISSS
<table>
<thead>
<tr>
<th>Type of Event</th>
<th>Event Day &amp; Date</th>
<th>Rep</th>
</tr>
</thead>
<tbody>
<tr>
<td>Millionaires Row</td>
<td>Sat, Oct 05, 2013</td>
<td>Tania Padilla</td>
</tr>
</tbody>
</table>

### Description

| Millionaires Row (17 Adults @ $20.56) @ 10/05/2013 11:00 |
| City of Miami Surcharge ($15-$29.99) with a price of $1.00 |

### IMPORTANT (Please Read):

- Payment is due 72 hours prior to order date. Sightseeing Tours Management, Inc., reserves the right to cancel the reservation if full payment has not been received. For credit card payments over $500 the card holder must present the credit card at the Island Queen Cruises Ticket Booth.
- Arrive 30 minutes prior to scheduled cruise allowing sufficient time to obtain boarding passes. Boarding on vessel begins 15 minutes prior to your scheduled time. If clients have not made a presence at Island Queen Cruise’s Ticket Booth 15 minutes prior to scheduled event the reservation will be released and made available to general public sales. Island Queen Cruises will honor reservation after the 15 minute cutoff provided if request on behalf of the client was made by calling 305-374-3344.

### Chart Invoice

<table>
<thead>
<tr>
<th>Invoice Date</th>
<th>Invoice #</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/04/2013</td>
<td>818051</td>
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<table>
<thead>
<tr>
<th>Quantity</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$1,583.12</td>
<td>$1,583.12</td>
</tr>
<tr>
<td>1</td>
<td>$77.00</td>
<td>$77.00</td>
</tr>
</tbody>
</table>

### Sales Tax (0.00%) $0.00

### Total Invoice $1,660.12

### PLEASE SIGN:

- Print Name: 
- Date: 
- Fax: 305-372-0186

### Balance Due $-237.16
Event Audit Report

Organization/Department: Undergraduate Education

Representatives Name: Sanjay Dhawan  Position: Sr. Academic Ad
Phone: 305-919-5757  Advisor: Sanjay Dhawan

Event: BBC Majors Reception
Date: 11/01/2013  Time: 5:30pm  Location: BVH Community Room

Attendance (please attach sign-in sheet)  SGC Financial Support
Students: 50  Community:  Opening Balance: 
Faculty/Staff: 5  Total: 55  Amount Spent: 450

What was the purpose of this event? Was that purpose accomplished?

To promote Majors that are specific to the Biscayne Bay Campus. To allow undergraduate students who are undecided to meet and interact with Academic Advisor in an informal setting. This purpose was achieved.

What was positive about this event? Why?
Students were able to meet with an advisor from their major in an informal setting to get their questions answered. They were more comfortable approaching staff members to engage in conversation.

What was negative about this event? Why?
There were a few students whose majors are housed at the MMC Campus (engineering). Unfortunately, there was no advisor present for them to speak too. They were able to speak to a representative from Career Services about tips and what to do upon graduation.

Should this event be done again next year?  
Yes

Please attach any articles, flyers, or photos.

Signature:  
Date: 11/01/2013

Advisor’s Signature:  
Date: 11/01/2013
Customer Information
- First Name: Sanjay
- Last Name: Dhawan
- Organization/Undergraduate Education: BBC
- Department: AC1-180
- Phone: 305-919-5757
- Fax: 305-919-5758
- Email: dhawans@flu.edu
- Tax Exempt: True
- Exempt Info: State university

Payment Information
- Payment Type: Purchase Order
- Order Number: XXXXX
- Policy: I accept SD
- Acceptance: 

Delivery / Pickup Information
- Select Ordering: Panther Catering
- Method: Delivery to BBC Campus
- Delivery Contact: Sanjay Dhawan 7:00 PM
- Department/Undergraduate Education Organization: BBC
- Delivery Phone: 305-919-5757
- Event Name: BB Majors Reception
- Building: Bay Vista Housing
- Room #: Community room 1st floor

Event Information
- Guest Count: 50
- Pick-up Date: Tuesday, 10/29/2013
- Room Availability: 4:00 PM
- Set By Time: 5:00 PM
- Event Start Time: 5:30 PM
- Event End Time: 7:00 PM

Special Instructions

<table>
<thead>
<tr>
<th>FOOD</th>
<th>Qty</th>
<th>Price</th>
<th>Ext</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arroz con Pollo</td>
<td>50</td>
<td>$9.00</td>
<td>$450.00</td>
</tr>
<tr>
<td>Garden Salad</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dinner Rolls</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lemonade &amp; Iced Water</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assorted Homemade Cookies</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Order Summary
- Food $450.00

Order Totals
- Sub Total $450.00
- Order Total $450.00
- Balance Due $450.00

Special Instructions

Estimate #23573
TO:
NC-SGC ATT: Sanjay
Biscayne Bay Campus
North Miami, FL 33181-

Attention: Sanjay Dhawan

For additional information on this invoice, please call
FIU DINING SERVICES (305) 348-3072

<table>
<thead>
<tr>
<th>Sale Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/29/2013</td>
<td>NC-BBC Major reception. Est 23573</td>
<td>450.00</td>
</tr>
</tbody>
</table>

**INVOICE**
Campus Services

Terms: Due Upon Presentation
Make checks payable to: "ARAMARK Services, Inc."

MAIL ALL REMITTANCES TO
ARAMARK
11200 SW 8th STREET
DC-104
Miami, FL 33199-

**IMPORTANT**
Include INVOICE NUMBER and REMITTANCE COPY

- Invoice Number: 1696029741
- Invoice Date: 10/29/2013
- Amount Due: 450.00

**PRINTED INVOICE**

| Sub Total | 450.00 |
| Sales Tax | 0.00  |
| Total Amount Due | 450.00 |

Tax Exemption Number: Certificate on File: Yes □ No □
Payment made by ___ Cash ___ Check
Deposit Date Check Date
Check No. Number of Invoice(s) Paid

Authorized ARAMARK Signature ________________________ Other Signature ________________________

500-153B (4/98)
Event Audit Report

Organization/Department: Multicultural Programs & Services
Representatives Name: Jeffrey McNamee   Position: Associate Director
Phone: (305) 919-5817   Advisor: 
Event: STARS: MPAS Thanksgiving Workshop
Date: 11/20/13   Time: 12:30 pm   Location: WUC-253

Attendance (please attach sign-in sheet)
Students: 35   Community: 
Faculty/Staff: 6   Total: 41

SGC Financial Support
Opening Balance: $3,693.55
Amount Spent: $109.57
Closing Balance: $3,583.98

What was the purpose of this event? Was that purpose accomplished?

To have a thanksgiving luncheon for the students.

What was positive about this event? Why?

This helped students to feel connected to FIU.

What was negative about this event? Why?

So we wanted more students to attend.

Should this event be done again next year?

Yes!!

Please attach any articles, flyers, or photos.

Signature: [Signature]   Date: 12-18-13
Advisor's Signature: [Signature]   Date: [Signature]
### Event Audit Report

**Organization/Department:** Broward SGA  
**Representatives Name:** Diana Arcentales  
**Phone:** 6-8633  
**Position:** Coord., Student Life  
**Advisor:** Marisa Salazar, Asst. Direc.  
**Event:** Commencement Fair Fall 2013 at FIU Broward Pines Center  
**Date/Time/Location:** Saturday, November 16, 2013 - 10 AM - 1:00PM Main Lobby

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
</table>
| Students: 220 Community:  
Faculty/Staff: 18 Total: 238 | Amount Funded: $494.32 |

What was the purpose of this event? Was that purpose accomplished?  
Yes! The students enjoyed the Commencement Fair Fall 2013 event at the FIU Broward Pines Center.

What was positive about this event? Why?  
The students were most appreciative of the specialty coffee provided by U-turn Espresso and funded by Broward SGA/BBC SGA.

What was negative about this event? Why?  
Nothing

Should this event be done again next year?  
Yes! The students appreciated it. Thank you.

Please attach any articles, flyers, or photos.

**Signature:**  
**Date:** November 25, 2013

**Advisor’s Signature:**  
**Date:** November 25, 2013
FIU Commencement Fairs Dates and Locations - Fall 2013

November 4-6, 2013  10:00am - 7:00pm
Modesto A. Maidique Campus
Barnes & Noble FIU Bookstore (inside the Graham Center)
11200 SW 8 Street
Miami, FL 33199
305-348-2691 (phone) bookstore
305-348-2941 (fax)

November 12-13, 2013  10:00am - 6:00pm
Biscayne Bay Campus
Barnes & Noble FIU Bookstore (inside the Wolfe University Center)
3000 NE 145 Street
Miami, FL 33181
305-919-5580

November 16, 2013  10:00am - 1:00pm
Broward Pines Center
Lobby
17195 Sheridan Street
Pembroke Pines, FL 33331
954-438-8600 (phone)
954-438-8606 (fax)

December 3, 2013  10:00am - 6:00pm (make-up date for graduates who missed original event)
Modesto A. Maidique Campus
Barnes & Noble FIU Bookstore (inside the Graham Center)
11200 SW 8 Street
Miami, FL 33199
305-348-2691 (phone) bookstore
305-348-2941 (fax)
U-Turn Espresso LLC

Nov 16, 2013 at 1:55pm  Receipt #a28d

Custom Amount  $494.32

Total  $494.32

Commencement Fair Fall 2013

148 coffees x $3.34 = $494.32 (✓)

Start accepting credit cards today.
Accept all major credit cards anytime, anywhere on your iPhone or Android. Sign up today and we'll mail you a free credit card reader. Sign up for Square.

© 2013 Square, Inc. All rights reserved.
Event Audit Report

Organization/Department: Broward SGA

Representatives Name: Diana Arcentales Phone: 6-8633


Event: Career Fair Fall 2013 at FIU Broward Pines Center Room 107 (Workshop)

Date/Time/Location: Saturday, November 16, 2013 - 12:30PM - 2:30 PM

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students: 16 Community: 1</td>
<td>Amount Funded: $153.66</td>
</tr>
<tr>
<td>Faculty/Staff: 2 Total: 19</td>
<td>Amount Spent: $153.66</td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished? Yes! The students learned a lot at this Career Workshop on Networking & Federal Government Employment.

What was positive about this event? Why? The students had the opportunity to learn and to network during this most informative workshop. They also enjoyed the delicious Jason's Deli sandwiches, potato chips and cookies. They each received an FIU Broward Pines Center travel coffee mug and pen, which were already in our inventory. It was a worthwhile event.

What was negative about this event? Why? Nothing

Should this event be done again next year? Yes! The students appreciated it. Thank you.

Please attach any articles, flyers, or photos.

Signature: [Signature] Date: November 20, 2013

Advisor's Signature: [Signature] Date: November 20, 2013

Biscayne Bay Campus, WUC 141, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-5771
Revised August 2007
Career Workshop
"Networking & Federal Government Employment"

FIU Career Services Workshop on Networking and Federal Government Employment

SATURDAY NOVEMBER 16, 2013
12:30 - 2:30 PM
FIU BROWARD PINES CENTER ROOM 107

INTERESTED:
PLEASE CONTACT DARCENTA@FIU.EDU OR CALL 954-438-8633

Sponsored by:
BISCAYNE BAY CAMPUS
Broward Pines Center

FIU FLORIDA INTERNATIONAL UNIVERSITY Career Services Office
**Delivery**

**Customer:** Arcentales, Diana  
**Address:** 17195 Sheridan Street, Pembroke Pines, FL  
**Phone:** (954) 438-8633  
**Customer Visits:** 19

**Promise Time:** 11:45 AM

**Sort Label:** T1

**Delivery Instructions:**
- cell 954 558 6278

**Order Notes:**
- come right to the front and leave your car. won't be parking, call upon arrival 954-558-6278

**Jason's Deli #132**  
**Address:** 14531 SW 5th St  
**Phone:** 954-438-1280

### Arcentales, Dia

**Host:** TERM5  
**Cashier:** Erin  
**Date:** 11/16/2013

**Order Type:** Delivery

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crois Party Sand Tray - 26</td>
<td></td>
<td>70.00</td>
</tr>
<tr>
<td>Add Traditional Sandwich (4 @ 5.9)</td>
<td></td>
<td>23.96</td>
</tr>
<tr>
<td>Assorted Dessert Tray (30 @ 1.99 per ASST DES)</td>
<td></td>
<td>59.70</td>
</tr>
<tr>
<td>2 Plates, Forks, Napkins (1 @ 0.00 per Utensils MAN WT)</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>(2) No Plates, Forks &amp; Napkins (2 @ 0.00)</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>DELIVERY FEE (2 @ 0.00)</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td>153.66</td>
</tr>
<tr>
<td><strong>Tax Exempt #85-8015139088C-</strong></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Delivery Total</strong></td>
<td></td>
<td>153.66</td>
</tr>
</tbody>
</table>

**VISA #XXXXXXXXXXXXX6893**  
**Auth:** 016011

**Tip:** (Amount not specified)
# Event Audit Report

**Organization/Department:** International Student & Scholar Services  
**Representatives Name:** Ariel Ortiz  
**Position:** Assist. Director  
**Phone:** 305-919-5813  
**Advisor:** Ariel Ortiz

**Event:** International Education Week  
**Date:** 11/12-11/15/13  
**Time:** All Day Event  
**Location:** FIU BBC - Multi Locations

## Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Students</th>
<th>Community</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Faculty/Staff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>799</td>
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</table>

## SGC Financial Support

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>$9,300.00</td>
</tr>
<tr>
<td>Amount Spent</td>
<td>$7,716.08</td>
</tr>
<tr>
<td>Closing Balance</td>
<td>$1,583.92</td>
</tr>
</tbody>
</table>

**What was the purpose of this event? Was that purpose accomplished?**

Yes. FIU community was able to interact, celebrate and enhance their global awareness through the IEW activities.

**What was positive about this event? Why?**

Good turn out and student/staff collaborations in bringing the event together.

**What was negative about this event? Why?**

Room availability were a factor in holding activities, forcing alternate locations where weather and noise complaints became an issue. Issues of professionalism with some of the performers, will reconsider new vendors to contract.

**Should this event be done again next year?**

Yes. IEW is an annual event celebrated across U.S. Colleges and Universities.

Please attach any articles, flyers, or photos.

**Signature:** [Signature]  
**Date:** 12/26/2013  
**Advisor’s Signature:** [Signature]  
**Date:** 12/26/2013
International Education Week photos 11/12/13 – 11/15/2013
International Education Week photos 11/12/13 – 11/15/2013
International Education Week photos 11/12/13 – 11/15/2013
International Education Week photos 11/12/13 – 11/15/2013
**Ara-Oko Promotions**

Phone (305) 764-2270  
Phone (786) 306-1900

**BILL TO:**  
Ariel A. Ortiz  
Florida International University  
International Student & Scholar Services (ISSS)  
3000 N.E. 151st Street,  
North Miami, FL 33181

**FOR:** Live Band

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>Quantity</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grupo Ara-Oko 5 Pc. Band</td>
<td>2</td>
<td>375.00</td>
<td>$750.00</td>
</tr>
</tbody>
</table>

**DATE:** November 13, 2013  
**INVOICE #** 107

**TOTAL $750.00**

THANK YOU FOR YOUR BUSINESS!
Bill To:
Ariel A. Ortiz
Assistant Director/DSO
Florida International University
International Student & Scholar Services
3000 NE 151 St. WUC 363,
North Miami, FL

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>DANCE PERFORMANCES. Flamenco music and Dance show with interactivity at the end of the show. Two Flamenco, male and female, Dancers, a guitar player and a singer. 40 minutes performance.</td>
<td>1,200.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>Invoice No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/14/13</td>
<td>71</td>
</tr>
</tbody>
</table>

THANK YOU
Total $1,200.00
Lion Dance Show Invoice

Business Name: Florida International University # Ariel Ortiz

*Date and Time of Show: November 12, 2013 (Tuesday 12:00pm) Approx. 20–25min
Location: 300NE. 151" St., North Miami, Fl 33181 (WUC Ballrooms 244 & outside AC1)
Number of Lions Requested: 2 Lions
Request of Kung Fu (Yes/No): Yes

**Total Cost: $550.00
Deposit: $280.00
***Balance due: $270.00

A non-refundable deposit is required to book a show.
Customer must sign below acknowledging deposit is non-refundable.
Please make sure to send a map with concise directions and a contact with contact phone number.

**Due to the number of shows we are committed to, we can only wait 15 minutes past the agreed upon start time. After 15 minutes we will have to begin the show to ensure every booking is serviced in a fair manner.
**Each request to be added as additional insured to our policy will require a non-refundable $30.00 insurance fee.
***Balance to be paid performance day at the end of the show.

>>>Thank You For Your Business<<<
Customer Information
First Name: Ariel
Last Name: ariotiz@fiu.edu
Organization/Department: BBC ISSSS
Email: ariotiz
Phone: 305-919-5813
Office Location: WUC 363
Fax: 305-919-4824
Tax Exempt: True

Delivery / Pickup Information
Select Ordering: Panther Catering
Option: 
Method: Delivery to BBC Campus
Contact: Vanina Granell
Department/Organization: BBC ISSSS
Delivery Phone: 305-919-5813
Event Name: International Week
Building: WUC
Room #: Theater

Payment Information
Payment Type: Purchase Order
Purchase Order Number: XXXXX

Event Information
Guest Count: 200
Pick-up/Delivery Date: Tuesday, 11/12/2013
Room: 
Availability: 11:00 AM
Time: 
Set By Time: 10:45 AM
Event Start Time: 12:00 PM
Event End Time: 2:00 PM

<table>
<thead>
<tr>
<th>FOOD</th>
<th>Qty.</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grape Leaves, Hummus and Chips (cold) - per 25 pieces</td>
<td>3</td>
<td>$45.00</td>
<td>$135.00</td>
</tr>
<tr>
<td>Marinara Meatballs w, Cut Ciabatta Bread (hot) - per 25 pieces</td>
<td>4</td>
<td>$30.00</td>
<td>$120.00</td>
</tr>
<tr>
<td>Assorted Mini Quiche (hot) - per 25 pieces</td>
<td>6</td>
<td>$30.00</td>
<td>$180.00</td>
</tr>
<tr>
<td>Chicken Tenders( Per dozen)</td>
<td>12</td>
<td>$19.00</td>
<td>$228.00</td>
</tr>
<tr>
<td>Vegetable Spring Roll with Plum Sauce (hot) - per 25 pieces</td>
<td>4</td>
<td>$45.00</td>
<td>$180.00</td>
</tr>
<tr>
<td>Cuban Assorted Pastelitos - per Dozen</td>
<td>12</td>
<td>$16.00</td>
<td>$192.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BEVERAGES</th>
<th>Qty.</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fruit Punch - per gallon</td>
<td>5</td>
<td>$14.00</td>
<td>$70.00</td>
</tr>
<tr>
<td>Iced Water (under 3 gallons)</td>
<td>5</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LABOR</th>
<th>Qty.</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Premier Panther Event Staff</td>
<td>1</td>
<td>$95.00</td>
<td>$95.00</td>
</tr>
<tr>
<td>• (1) Wait Staff (up to 2 hour event)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Order Summary</td>
<td>Order Totals</td>
<td>Payment Summary</td>
<td></td>
</tr>
<tr>
<td>---------------</td>
<td>--------------</td>
<td>-----------------</td>
<td></td>
</tr>
<tr>
<td>Food</td>
<td>Sub Total</td>
<td>Payment: Purchase Order</td>
<td>xxxxx</td>
</tr>
<tr>
<td>$1,035.00</td>
<td>$1,200.00</td>
<td>12/10/2013</td>
<td>-$1,325.00</td>
</tr>
<tr>
<td>Beverages</td>
<td>Delivery Charge</td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>$70.00</td>
<td>$125.00</td>
<td>12/10/2013</td>
<td></td>
</tr>
<tr>
<td>Labor</td>
<td>Order Total</td>
<td>Balance Due</td>
<td></td>
</tr>
<tr>
<td>$95.00</td>
<td>$1,325.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* The administrative charge is not intended to be a tip or a gratuity for the benefit of employees.

*Prices reflected on this contract are current as of this date. Current pricing may or may not be honored for future events.

*In the event a refund is issued for any payments made with cards (i.e. credit card, pro card, etc.) Panther Premier Events & Catering will make every effort to expedite the process however the card holder's bank by law has up to 30 days to apply the refund back to the pertaining card.

Special Instructions

Estimate #24094
<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taco Trip PP</td>
<td>149</td>
<td>8.25</td>
<td>1229.25</td>
</tr>
<tr>
<td>Taco Trip PP (149 @8.25)</td>
<td>149</td>
<td>8.25</td>
<td>1229.25</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td></td>
<td>1237.50</td>
</tr>
<tr>
<td><strong>Tax Exempt #858015139088CO</strong></td>
<td></td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Tax</strong></td>
<td></td>
<td>0.00</td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>1237.50</td>
<td>1237.50</td>
</tr>
</tbody>
</table>

Balance Due: 1237.50
<table>
<thead>
<tr>
<th>Food Item</th>
<th>Quantity</th>
<th>Unit</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>600 Rolls</td>
<td>7 Trays</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Men</td>
<td>8 Trays</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Ink</td>
<td>2 Trays</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Food delivery on 11/14/2013 11:30AM to 244 WUC

Attention: ARIZK 718-541-2128 Cell
305-919-5813 Office

Thank You

Total: $850.00 (Delivery fee $20 included)

Chef Ho
16850 Collins Ave, 106A
Sunny Isles Beach FL 33160
305-974-0338
**Invoice**

**S AWARDS & MORE**
3 N. E. 163 ST.
AMI BEACH, FL 33162
05-949-8098
-949-1289 FAX

---

**Sale**

- **Entry Method**: Swiped
- **Org**: ONAL UNIVERSITY

---

**Ship To**

---

<table>
<thead>
<tr>
<th>Ship</th>
<th>Via</th>
<th>P.O. Number</th>
<th>Terms</th>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/27/2013</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item Code</th>
<th>Description</th>
<th>Price Each</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>P1410-X</td>
<td>SOLID AMERICAN WALNUT W 2&quot; INSERT</td>
<td>24.00</td>
<td>24.00</td>
</tr>
<tr>
<td>1</td>
<td>129</td>
<td>DISC W CUSTOM IMPRINT</td>
<td>5.00</td>
<td>5.00</td>
</tr>
<tr>
<td>1</td>
<td>129</td>
<td>PLATE &amp; ENGRAVING</td>
<td>12.75</td>
<td>12.75</td>
</tr>
</tbody>
</table>

---

**E-Mail**
Marcia@orvietosawards.com

**Web Site**
ORVIETOSAWARDS.COM

**Sales Tax (7.0%)** $0.00

**Total** $41.75

**Payments/Credits** $0.00

**Balance Due** $41.75
Customer: FIU - BBC
Contact: Ariel Ortiz
Description: maria/ariel INTERNATIONAL WEEK PATCH UP vinyl hwx
Sales Person: Rudi Bauer
Clerk: Maria Reynaga
Email: ariortiz@fiu.edu

<table>
<thead>
<tr>
<th>Product</th>
<th>Qty</th>
<th>Sides</th>
<th>H x W</th>
<th>Unit Cost</th>
<th>Item Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vinyl HxW</td>
<td>2</td>
<td>1</td>
<td>6.25 x 32</td>
<td>$9.50</td>
<td>$19.00</td>
</tr>
<tr>
<td>Description:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Color:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Printed adhesive backed vinyl</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Text:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>See #9397 for font and background style</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Change date to:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nov 12 - 15, 2013</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Product</th>
<th>Qty</th>
<th>Sides</th>
<th>H x W</th>
<th>Unit Cost</th>
<th>Item Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installation</td>
<td>*</td>
<td>1</td>
<td>0 x 0</td>
<td>$12.00</td>
<td>$12.00</td>
</tr>
<tr>
<td>Notes:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Other Payments: _____________________________________________________________________
Shipping Notes: ____________________________________________________________________
Form of Payment / Amount / Initials

Full payment due at time of pick-up or completion of job. If installation is included, full payment is due prior to installation.

Received/Accepted By: ___________________________________________________________________
Credit Sale  Manual Entry

**********0476  APPROVAL

Visa

Login: baruipad
AVS Result: Y
Sec. Code Result: M
Transaction ID: 955758128
Authorization Code: 000703

Total Sale $845.05

Thank you for your business.

[Signature]
To: Ariel Ortiz
Subject: Shipping confirmation for your Oriental Trading Company order.

Your order is on the way!
Your order # 660240545 placed on 11/04/2013 has been processed and is being shipped on 11/04/2013. Please retain this shipping confirmation for your records. You may also view your order online anytime. Please allow one business day for the carrier to update tracking information.

Order Status
Customer Number 660240545
Order Date 11/04/2013
Order Status Shipped

Billing Information
FLORIDA INTERNATIONAL UNIVERSITY
ariortiz@fiu.edu
Ariel Ortiz
3000 Ne 151st St
Isss Office Wuc 363
North Miami, FL 331813605

Shipping Information
ATTN: ARIEL ORTIZ
FLORIDA INTERNATIONAL UNIVERSITY
ARIEL ORTIZ
3000 NE 151ST ST
ISSS OFFICE WUC 363
NORTH MIAMI, FL 331813605

Order Detail
Item # Item Description Quantity Ordered Quantity Shipped Unit Price Subtotal
62/9341 HAND CUT OUTS 4 4 $5.25 $21.00
24/1981 FLAGS AROUND THE WORLD MINI BUTTONS 3 3 $5.25 $15.75

Order subtotal $36.75
Shipping Charge $22.99
Sales Tax $0.00
Certificates
Discounts
Order Total $59.74

Personalized items may be shipped separately at no additional charge.
If your order was shipped to a PO Box, APO/FPO, or some US territories, your order will be delivered via the United States Postal Service and cannot be tracked.

If you have any questions, please contact us via email at orders@oriental.com, or call us at 1-800-228-0475. Please reference the customer number above for quickest service.
Party City
NOBODY HAS MORE PARTY FOR LESS
15947 BISCAYNE BLVD
N. MIAMI, FL 33161
(305) 945-4443

TAX EXEMPT

Customer Name: ARIEL ORTIZ
Phone: (718) 541-2128

048419948391 84IN RAND FROSTY WHIT TC PLSTC
8 @ $2.99
763615412087 WHIT 54X108 T @ $2.97
WHIT 54X108 T
3 @ $0.99
013051266417 84IN RAND ROBN EGG BLU TC PLSTC
2 @ $2.99
048419688327 FROSTY WHIT PEARL 12IN /2CT LTX
FROSTY WHIT PEARL 12IN /2CT LTX
3 @ $7.99

SUBTOTAL: $40.86
TOTAL: $40.86
CR VISA: $40.86 ITEMS = 14
CR VISA SALE $40.86

06363615412087 WHIT 54X108 T
JOURNAL: 0316018444508541
Publix
Biscayne Commons Plaza
14641 Biscayne Blvd.
N Miami Beach, FL 33181
Store Manager: Prince Sajous
305-354-2171

FRESH FRUIT PLTR L 49.99 T F
CHICKEN TNDR PLTR 49.99 T F
CHICKEN TNDR PLTR 49.99 T F

VOIDED ITEM
CHICKEN TNDR PLTR -49.99 T F
BH SUB SELECT LG 62.99 T F
SPNGLER CANDY CANE 1.19 T F
HRSHY CH/MNT CANES 2.49 T F
DIEP PEPSI 0.99 T F

You Saved 0.26

ORANGE CRUSH 0.99 T F
You Saved 0.26

PEPSI 0.99 T F
You Saved 0.26

LAYS WAVY LSGHT SLT 4.29 F
PUB 16 OZ PRTY CUP 2.89 T
ZEPHYRHILLS WATER 3.09 F
ZEPHYRHILLS WATER 3.09 F

TAX EXEMPT #

Order Total 182.98
Grand Total 182.98
Credit Payment 182.98
Change 0.00

TAX FORGIVEN 12.08

Savings Summary
Special Price Savings 0.78

**************************************
* Your Savings at Publix *
* 0.78 *
**************************************

PRESTO!
Reference #: 055008-003
Trace #: 0010011401
Acct #: XXXXXXXXXXXX0476
Purchase VISA
Amount: $182.98
Auth #: 057035

Your cashier was Juliane

12/12/2013 10:26 S1017 R105 2092 C0238

Love to shop here. Love to save here.
Visit publix.com/save

Publix Super Markets, Inc.
REQUEST FORM

Biscayne Bay Center

Deliver: Yes □ No □

[Handwritten Details]

- Faculty: STAFF
- Student: STUDENT
- Department: ISSS
- Extension: 65813
- Email: lya1017@fiu.edu
- Exp: 1
- CVV: ___
- Date/time due: 11/6/13
- Exam: □
- Confidential: □

Copying/Printing/Finishing/Scanning

- 8.5" x 11" □ 8.5" x 14" □ 11" x 17" □ Special Request: ________
  - As Original □ Card Stock (65,80,100 lb)
  - One-Sided □ Glossy Paper □ Staple UL □ Staple DBL L
  - Two-Sided □ NCR (2,3,4,5) □ Booklet □ Comb Bind
  - Color Copies □ Acetate Cover □ No Staple □ Paper Clip
  - Collated □ Blue Linen/Black Vinyl □ 3 Hole Punch □ Binder Clip
  - Copy Tagged Only □ Transparencies □ 2 Hole Punch □ Laminate
  - Color Slip Sheet □ Resume Paper □ Spiral/GBC Bind □ Shredding
  - Color Paper: Color Request □ Tape Bind □ Scantrons:(Circle Color) Blue or Green □ Scanning

Job Received / Picked up by: [Handwritten Details]

Special Instructions:

Ricoh @ FIU Staff

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 x 3</td>
<td>6.5x11 color</td>
<td>17x30</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Sub-Total ________  Tax ________  Total $5.10
## Biscayne Bay Center

**Department:** ISSS

**Extension:** 65813

**Email:** vxo@fiu.edu

**Job Request**

- **17** Date/time due
- **11/12/13** Exam

**COPYING/PREPARING/PRINTING/SCANNING:**

- **8.5" x 11"**
- **8.5" x 14"**
- **11" x 17"**
- **Special Request:**

- **As Original**
- **Card Stock (65,80,100 lb)**
- **Staple UL**
- **Staple DBL L**
- **One-Sided**
- **Glossy Paper**
- **Booklet**
- **Comb Bind**
- **Two-Sided**
- **NCR (2,3,4,5)**
- **No Staple**
- **Paper Clip**
- **Color Copies**
- **Acetate Cover**
- **3 Hole Punch**
- **Binder Clip**
- **Collated**
- **Blue Linen/Black Vinyl**
- **2 Hole Punch**
- **Laminate**
- **Copy Tagged Only**
- **Transparencies**
- **Spiral/GBC Bind**
- **Shredding**
- **Color Slip Sheet**
- **Resume Paper**
- **Tape Bind**
- **Scanning**
- **Color Paper: Color Request**
- **Scantrons:(Circle Color) Blue or Green**

**Special Instructions:**

- **Cut in Half!**

---

**Ricoh @ FIU Staff**

### Quantity | Description | Unit Price | Total
---|---|---|---

**Sub-Total** | **Tax** | **Total**
---|---|---
**FLORIDA INTERNATIONAL UNIVERSITY**

Office of the Controller - Modesto A. Maidique Campus - CSC 310 - Miami, FL 33199

INTERNAL TRANSFER REQUEST FORM

<table>
<thead>
<tr>
<th>Initiating Activity Nbr. / Project ID Information</th>
<th>Benefiting Activity Nbr. / Project ID Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepares Name: Nancy Hernandez</td>
<td>Panther ID: 1067309</td>
</tr>
<tr>
<td>Contact Name: Ludovica Virgile</td>
<td>Panther ID: 1044538</td>
</tr>
<tr>
<td>E-Mail: <a href="mailto:hernandno@fiu.edu">hernandno@fiu.edu</a></td>
<td>Room Number: WUC 363</td>
</tr>
<tr>
<td>E-Mail: <a href="mailto:lvirgile@fiu.edu">lvirgile@fiu.edu</a></td>
<td>Room Number: WUC 307</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expense Manager Name:</th>
<th>Signature:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nancy Hernandez</td>
<td></td>
</tr>
</tbody>
</table>

| Expense Manager Name: Dona Walcott | Signature: |

<table>
<thead>
<tr>
<th>Prepares Phone Extension: 65813</th>
<th>Fax Number: 64824</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Phone Extension: 305-919-4750</td>
<td>Fax Number: 305-919-5371</td>
</tr>
</tbody>
</table>

**Justification:** Contribution to Operation Beautiful event. *Partial sponsorship to Caitlin Boyle/ Operation Beautiful speaker*

### Initiating Activity Nbr Accounting Information

<table>
<thead>
<tr>
<th>Activity Nbr. / Project Title</th>
<th>Cost PID</th>
<th>Task</th>
<th>Budget Ref.</th>
<th>GL Account #</th>
<th>Debit Amount</th>
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<tbody>
<tr>
<td>1517140001</td>
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<td></td>
<td></td>
<td></td>
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</table>

### Benefiting Activity Nbr Accounting Information

<table>
<thead>
<tr>
<th>Activity Nbr. / Project Title</th>
<th>Cost PID</th>
<th>Task</th>
<th>Budget Ref.</th>
<th>GL Account #</th>
<th>Credit Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1529130001</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>291.67</td>
</tr>
</tbody>
</table>
Florida International University

ENTERTAINMENT/PERFORMANCE AGREEMENT

(Services provided by entertainer, guest speaker or performer less than $75,000 requiring single payment after services rendered)

The Florida International University Board of Trustees ("FIU") and Lee Koon Hung Choy Lay Fut Inc. ("Performer") located at 7748 NW 44th Street (Lincoln Park West), Sunrise, FL 33351 enter into this Entertainment Performance Agreement ("Agreement") effective on the date this Agreement is executed by all parties below and agree as follows:

1. Performance. Performer will provide the following presentations or performances ("performance"):

   - 2 Lions Dancers, Drum Team and a traditional Kung Fu performance.

2. Location and Times of Performance. The performance will be held at the premises on the following date(s) and time(s):

   The performance will be held at the premises known as: WUC Ballrooms 244 & Outside AC1
   Address: 3000 N.E. 151 Street, North Miami, FL 33181

<table>
<thead>
<tr>
<th>Date(s):</th>
<th>Between the hours of:</th>
<th>Minimum length of Performance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 12, 2013</td>
<td>12:00PM and 1:00PM</td>
<td>1 hour 00 minutes</td>
</tr>
<tr>
<td>November 13, 2013</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. Compensation. FIU will pay to Performer as total compensation (exclusive of any and all expenses, except for expenses related to)

   $750.00

4. Payment. The payment shall be made payable to: Lee Koon Hung Choy Lay Fut Inc.

5. Equipment and Personnel. FIU will supply the premises stated above and the following equipment for the performance(s):

   - Stage

   Any and all other equipment or personnel necessary for the performance shall be provided by, and at the expense of, the Performer. Note, FIU staff will determine sound level and maximum amplification.

6. FIU Contact Information. All correspondence to FIU related to this Agreement should be addressed to:

   Ariel Ortiz, Assistant Director of ISSS
   at 3000 N.E. 151 Street, WUC 363, North Miami, FL; 305-919-6513; aortiz@fiu.edu

7. Insurance. Performer (and any of Performer's subcontractors) will have and maintain types and amounts of insurance that at a minimum, cover the Performer's (or subcontractors') exposure in performing this Agreement.

8. Agent. If this Agreement is signed by Performer's agent, such agent warrants that he/she is duly authorized to act for and on behalf of the Professional, that he/she is authorized to enter into this Agreement, and that the agent and Performer are jointly and severally liable for any breach of this Agreement.

9. Limited Use of Tapes/Recordings. FIU is granted the right to tape and/or record the performance; however, such tapes or recordings shall only be used for educational purposes by FIU's students, faculty and staff.
The duly authorized representatives of the parties execute this Entertainment Performance Agreement.

**PERFORMER:**
Lee Roan Hong Clay Box Inc.

**FIU: THE FLORIDA INTERNATIONAL UNIVERSITY BOARD OF TRUSTEES**

Signature: Li, Sue Hong
Date: 10/14/13

Signature: Kelly Loll
Date: 10/22/13

By signing I confirm that the funds for this purchase are available and approved for use and that the information in the Agreement is correct and the Payee was not otherwise employed by the State of Florida during the time period covered by this Agreement.

Accountable Officer (Business Unit Approver)
Date: 10-14-2013

Complete after Services are rendered:

I certify that the above services have been rendered and the statements shown are correct and the Payee was not otherwise employed by the State of Florida during the time period covered by this Agreement.

Accountable Officer
Date: 11-13-2013

<table>
<thead>
<tr>
<th>Cost Center</th>
<th>Department Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: NCO</td>
<td>Email: <a href="mailto:hereda@fiu.edu">hereda@fiu.edu</a> Phone: 656-13</td>
</tr>
<tr>
<td>Account Code: 772.108</td>
<td>Activity No. 9171400015</td>
</tr>
<tr>
<td>Task: Budget Ref.</td>
<td>Amount: 552.00</td>
</tr>
<tr>
<td>Optional fields, use if applicable:</td>
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</tr>
<tr>
<td>Cost PID - To track expenses related to faculty allocations.</td>
<td></td>
</tr>
<tr>
<td>Task - To track expenses that have a similar purpose as assigned, for example Critical Investments.</td>
<td></td>
</tr>
<tr>
<td>Budget Ref - To track specific years for Financial Aid and COM only.</td>
<td></td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>Project: Fund:</td>
<td></td>
</tr>
<tr>
<td>Optional field, use if applicable: Fund - To be used for Cost Share only</td>
<td></td>
</tr>
</tbody>
</table>

OGC – Gourmet Performance Agreement June 2013
Entertainment/Performance Agreement

The Florida International University Board of Trustees ("FIU") and Joshua Barreto dba Grupo Ara Oso ("Performer") located at 6858 NW 173rd Drive Apt. 305, Miami, FL 33175 enter into this Entertainment Performance Agreement ("Agreement") effective on the date this Agreement is executed by all parties below and agree as follows:

1. Performance. Performer will provide the following performances ("performance"): Five piece Latin Band performance during our International Education Week celebration event.

2. Location and Times of Performance. The performance will be held at the premises on the following date(s) and time(s):
   - The performance will be held at the premises known as: Hospitality Management Patio
   - Address: 3000 N.E. 161 Street, North Miami, FL 33181
   - Date(s): November 13, 2013
   - Time(s): Between the hours of: 12:00PM and 2:00PM
   - Minimum length of Performance: 2 hours 00 minutes

3. Compensation. FIU will pay to Performer as total compensation (inclusive of any and all expenses, except for expenses related to ) $750.00

4. Payee. The payment shall be made payable to: Joshua Barreto

5. Special Payment Terms:

6. Equipment and Personnel. FIU will supply the premises stated above and the following equipment for the performance(s):
   - AV, PA system, microphones and stage.
   - Any and all other equipment or personnel necessary for the performance shall be provided by, and at the expense of, the Performer. Note, FIU staff will determine sound level and maximum amplification.

7. FIU Contact Information. All correspondence to FIU related to this Agreement should be addressed to:
   - Ariel Ortiz, Assistant Director of ISSS
   - at 3000 N.E. 161 Street, WUC 363, North Miami, FL; 305-919-6813; aortiz@fiu.edu

8. Insurance. Performer (and any of Performer's subcontractors) will have and maintain types and amounts of insurance that at a minimum, cover the Performer's (or subcontractors') exposure in performing this Agreement.

9. Agent. If this Agreement is signed by Performer's agent, such agent warrants that he/she is duly authorized to act for and on behalf of the Performer, that he/she is authorized to enter into this Agreement, and that the agent and Performer are jointly and severally liable for any breach of this Agreement.

10. Limited Use of Tapes/Recordings. FIU is granted the right to tape and/or record the performance; however, such tapes or recordings shall only be used for educational purposes by FIU's students, faculty and staff.
The duly authorized representatives of the parties execute this Entertainment Performance Agreement.

PERFORMER: 

FIU: THE FLORIDA INTERNATIONAL UNIVERSITY BOARD OF TRUSTEES

Signature: 

Date: 

Joshua Barreto 
(PRINT NAME) 
Manager of Atra-Oho 

Kelly Loli, C.P.M. 
(PRINT NAME) 
Director of Purchasing 

Date: 10/29/13

By signing, I confirm that the funds for this purchase are available and approved for use and that the information in the Agreement is correct.

Accountable Officer (Business Unit Approver) 
10/25/2013

Complete after services are rendered:

I certify that the above services have been rendered and the statements shown are correct and the Payee was not otherwise employed by the State of Florida during the time period covered by this Agreement.

Accountable Officer 
11/19/2013

---

Cost Center

Department Contact Information
Name: Nancy Hernandez Email: hernandez@fiu.edu Phone: 65813

Account Code: 
Activity #: 
Cost PID: 

Task: Budget Ref: Amount: 750.00 Vendor ID: 000003693

Optional fields, use if applicable:
Cost PID - To track expenses related to facility allocations.
Task - To track expenses that have a similar purpose as assigned, for example Critical Investments.
Budget Ref - To track specific years for Financial Aid and COM only.

OR

Project: Fund:

Optional field, use if applicable: Fund - To be used for Cost Share only.
Hello Craig,

Here is the information:

Students: 139
Staff: 36
Total: Pastries-103/Coffee 200

Amount spent:
Coffee: 240.00
Food: 149.50
Total: $389.50
International Education Week Meeting Minutes
Thursday, June 06, 2013
Attendees: Ivy, Ariel, Vanina, Nancy, Jeff, Sabrena, Fernando & Nashira

IEW 2013 calendar (Tentative Schedule): Tuesday, November 12th – Friday, November 15th
• Kickoff event – Tuesday at 11AM
• Workshops on Tuesday to increase participation; refreshments and appetizers will be provided. Will also look to partner with classes.
• Global Leadership Brigade on Tuesday evening – tentatively.
• Tuesday round table events – will follow up with Global Learning.
• BVH International Dinner scheduled for Wednesday at 6PM
• Late Day Latte scheduled for Thursday at 4PM (coffees from around the world) - Tentatively
• Possibility of including more events on Friday.

Themes of the Week
• Tuesday will be the Kick-Off day, activities and workshops will take place in the ballrooms.
• Will follow up with the Women’s Center about “International Day for The Elimination of Violence Against Women” to decide on the best day for this theme.
• Venture Abroad Day – we opted not to have a band or any type of loud music/entertainment that will disrupt the consulates while they are speaking with the students; instead we can bring in other interactive ideas/activities to go with the Venture Abroad theme.
• Friday will be focused on sports/recreation theme.

Rooms/Venue
• Panther square will be unavailable for events therefore most of the events will be moved to the ballrooms and most reservations have been made; will meet with administration at a later date to finalize and discuss setup; also explored having an event outside by the bay, ACI or Library during the week.

Other Ideas
• Possible Friday programming: Soccer Tournament by the new field; sports or games from around the world, Barbecue event, Deejay (Music from around the world), Taiko Drums.
• Will look into bringing out the “Dragon Boat” by the bay during the week.
• Looking for ideas on possible “Smells of The World” activity.
• Outside activity involving chalk to create designs outside on the concrete.
• New entertainment ideas: Latin Band, Flamenco Dancers, Guitarist, Bag Piper & Junkanoo.
• Soccer Acrobatics event.
• Incorporate International Photo contest into the week: photo display.

Action Items
• Look into collaboration of SOC/Campus Life to combine Late Day Latte & club fair – Ivy
• “Where your Stuff Comes From?” Workshop (Tentative Topic) & diversity panel discussion activity in collaboration with Academics/Global Learning– Jeff
• Follow up with study abroad and the women’s center to determine best dates for Venture Abroad day and IDEVAW – Ariel
• Will look into additional entertainment/performers – Ariel
• Confirm on Global Leadership Brigade schedule - Sabrena

Next Meeting
• Doodle request will be sent out next week, please respond by Friday, June 14th.
IEW Meeting Agenda
September 9, 2013

1. Event Updates
   a. International Global Rights Day (LGBTQA Workshop Series)
   b. Venture Abroad Fair
   c. Music From Around The World Workshop
   d. Cooking Demo
   e. Global Leadership Brigade
   f. IEW Celebration
   g. Career Services Workshop
   h. International Dinner/Culture Fest
   i. Women’s Center Event
   j. CAPS Event
   k. Operation Beautiful
   l. Late Day Latte/ SOC Club Fair
   m. FIU World Cup
   n. Panther Power Event

2. Food Options

3. IEW Marketing (Shirts, Flyers, Calendar, Etc.)
1. IEW Marketing (Shirts, Flyers, Calendar, Etc.)

2. Food Updates

3. Event Updates
   • Tuesday, November 12th – Venture Abroad Day/Kick-Off
   • Wednesday November 13th – IEW Celebration
   • Thursday, November 14th – IDEVAW
   • Friday, November 15th – FIU World Cup Day

4. Room Reservations

5. IEW Committee Meetings
   Please complete doodle request by 5pm, Wednesday 2nd.
IEW Meeting Agenda
October 14, 2013

1. IEW Marketing Updates

2. Finalize Calendar/Event Updates
   - Tuesday, November 12th – Venture Abroad Day/Kick-Off
   - Wednesday November 13th – IEW Celebration
   - Thursday, November 14th – IDEVAW
   - Friday, November 15th – FIU World Cup Day

3. Next IEW Committee Meeting
   Monday, October 21, 2013 @ 11:00AM

IEW Last Meeting Notes - September 30, 2013

Food Updates
- International Dinner (The Old & The New) – Caribbean Food
- Mediterranean Food for Venture Abroad Fair – Aramark
- Tex/Mex Food for IEW Celebration Day – Tijuana Flats
- Asian Food for IDEVAW – TBD
- Panther Power will be hosting a Nacho Bar during the FIU World Cup Day

Event Updates
- Liquid Assets – Wine to Water Club will be showing a 1 hour documentary on the water crisis.
- Venture Abroad Fair: Dragon Dancers will perform outside ACI during the event and later inside to kick off the week and attract the crowd. Letters are going out next week to the consulates to confirm and finalize list of representatives in attendance.
- Women’s Center will be holding a movie screening, Saving Faith, at 3:30PM in WUC 157, followed by a discussion. Refreshments will be provided.
- Spoken Word event will take place during Late-Day Latte starting at 5PM; organizations have been contacted for collaborations.
- FIU World Cup will start at 5:00PM in the Soccer Field; Panther Power will host Nacho Bar to go with the event. Game day; possible board game activities, tournaments, etc. Will contact Badminton Club & HSO for possible collaboration in hosting game day.

Marketing
- The committee will wear something cultural or representative of the different countries on that Tuesday, November 12th to Kick-off IEW & provide exposure.
- Will look into possibly getting IEW buttons.
- Will be sending finalized calendar to Fernando to start drafting version of the flyer that will be distributed around campus. Everyone should in addition be working on their individual flyers. Please send to Ariel so that we can have them running on the Campus TV’s.
The Venture Abroad Fair

International Education Week 2013

Kick OFF!

Tuesday, November 12th | 11:00AM – 2:00PM @ WUC 244 Ballroom

The International festivities continue; explore your options to travel, study, volunteer & work abroad!

Featuring:
- Foreign Embassies
- U.S. Government Officials
- Study Abroad
- Alternative Breaks
- National Student Exchange
- Global Learning Initiatives
- Dragon Dance Show
- FREE Food & More

Dragon Dance Performance by:
Lee Koon Hung Kung Fu Association
International Dinner & Culture Fest

Wednesday, November 13
7:00PM | WUC Ballrooms

Sponsored by: Bay Vista Hall Council, International Student & Scholar Services, & SGA

Flamenco & Spanish Guitar performances by Baila Flamenco Co.
Join the IEW Committee as we continue the celebrations of this 2013 International Education Week!

Sponsored by: ISSS, ISC & SGA

FREE Taco Bash Catered By:

Wednesday, Nov. 13th
11:00AM – 2:00PM
Hospitality Building
Patio (HM)

LIVE Latin Band Performance By:

GRUPO ARA-OKO
Live Band Musica En Vivo
INTERNATIONAL EDUCATION WEEK 2013

NOVEMBER 12 - 15

Join Florida International University at the Biscayne Bay Campus in a celebration of International Education and Cultural Exchange!

FIU Student Government Association

Biscayne Bay Campus
## Tuesday, November 12 - VENTURE ABROAD DAY/KICK-OFF

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
</table>
| 11 AM-2 PM | Venture Abroad Fair | Explore your options to travel, study, volunteer, and work abroad! Featuring Chinese Dragon Dancers, Foreign Embassies, U.S. Government Officials, Study Abroad, Alternative Breaks, Global Learning Initiatives and FREE food! WUC Ballrooms  
2 PM-3 PM | Music from around the World Workshop | An exploration of the differences in music across the world. Through examples and discussion we will attempt to bridge the gap between countries through our love of popular music. WUC 223  
3 PM-4 PM | Liquid Assets: The Big Business of Water | Nearly a billion people worldwide lack clean drinking water. Farmers fight for it to water their crops. CABO’s Michelle Cavallo-Cabrera explores a global crisis. WUC 157  
7:30 PM-8:30 PM | Cooking Demo | Join the Wellness Center for this interactive cooking demo, where you will learn how to make easy, budget-friendly international recipes. Bay Vista Housing  
8:30 PM-9:30 PM | Global Leadership Brigade Workshop | Workshop series that explores the Global Learning student learning outcomes through interactive activities. Learn about Global Engagement Bay Vista Housing  
|        | 10:15 PM-11:15 PM | Internships and Jobs Abroad Workshop: CBB 101  
|        | 11:15 PM-12:15 PM | International Dinner/Culture Fest | Immerses yourself in cuisine and performances from around the globe! Featuring Flamenco Dance performance by Bayside Flamenco Co. and more. WUC Ballrooms  
| 12:30 PM-1:30 PM | National Day of the Dead: Celebration of Life | WUC Ballrooms  
| 1:30 PM-3:00 PM | EIW Celebration  
| 3 PM-4 PM | Internships and Jobs Abroad Workshop | This workshop will focus on employment opportunities in the U.S. or which will take you outside of the U.S., and ways of including these experiences on your resume. WUC 363  

## Wednesday, November 13 - I EW CELEBRATION

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
</table>
| 11 AM-2 PM | I EW Celebration | International Celebration featuring Live Latin Band Performance, Cultural Displays, Games, Prices, FREE food, and more. CUB 101  
2 PM-3 PM | Internships and Jobs Abroad Workshop | This workshop will focus on employment opportunities in the U.S. or which will take you outside of the U.S., and ways of including these experiences on your resume. WUC 363  
7:30 PM-10:30 PM | International Dinner/Culture Fest | Immerses yourself in cuisine and performances from around the globe! Featuring Flamenco Dance performance by Bayside Flamenco Co. and more. WUC Ballrooms  

## Thursday, November 14 - IDEAW

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
</table>
| 11 AM-2 PM | International Day for the Elimination of Violence Against Women | Say NO to violence against women. Featuring the Outreachline Project, These Hands Don’t Hurt (Men’s Solitary message), FREE food and more. WUC Ballrooms  
2 PM-3 PM | Operation Beautiful: IDEAW Keynote Speaker | Transforming the way you see yourself one post at a time. Caitlin Boyle, creator of Operation Beautiful will speak about her mission to change the way men and women see themselves. WUC Ballrooms  
3:30 PM-5 PM | “Saving Face” Movie Screening | Featuring Jonas Chern at M. Michelle Krouse. Directed by Alice Wu. WUC 157  
4 PM-6 PM | International Late Night Cafe/SOC Club Fair & Spoken Word Poetry | International Coffee Celebration from around the world. Any po a spoken word artist? Contact the office of Global Learning Initiatives at direv25@fiu.edu. AC 166 Outside  

## Friday, November 15 - FIU World Cup

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
</table>
| 11 AM-2 PM | Tournament & Game Day | Enjoy dominoes, table tennis, board games and much more. Also enjoy a nachos bar provided by Pathfinder Power. WUC 223  
3:30 PM-6 PM | FIU BBC World Cup | World Cup Soccer Tournament | New Soccer Field  

---

Presented by the International Education Week Committee at Biscayne Bay International Student & Scholar Services, Student Government Association, Student Health Services, Newman Center, Bay Walk Hall Council, Office of Creativity, 06/09/15, Benjamin Power. Committee for Global Learning Initiatives, Activities, Athletics Programs and Services, Bayside, Global Services Office, International Student Affairs. See the FIU Events Calendar for more information.
Event Audit Report

<table>
<thead>
<tr>
<th>Organization/Department:</th>
<th>SGA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representatives Name:</td>
<td>Nicole Cozzi</td>
</tr>
<tr>
<td>Phone:</td>
<td>ext.4148</td>
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<tr>
<td>Event:</td>
<td>United Way Fundraiser</td>
</tr>
<tr>
<td>Date:</td>
<td>11/7/2013</td>
</tr>
<tr>
<td>Time:</td>
<td>11am-2pm</td>
</tr>
<tr>
<td>Location:</td>
<td>AC1</td>
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<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students: ______</td>
<td>Community: ______</td>
</tr>
<tr>
<td>Faculty/Staff: ______</td>
<td>Total: ______</td>
</tr>
<tr>
<td>Opening Balance: n/a</td>
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<tr>
<td>Amount Spent: ______</td>
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</tr>
<tr>
<td>Closing Balance: ______</td>
<td></td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished?

To fundraise for the United Way as part of a university wide campaign.

What was positive about this event? Why?

Both Campus Life and SGA came out to support the event. In addition, the vendors were supportive and cooperative in providing items to donate. In total, the event raised $146.94 in two hours.

What was negative about this event? Why?

There were concerns regarding the selling of hot items from higher administration which endangered the event however, staff remained persistent and in the end the event happened with some slight modifications.

Should this event be done again next year?

First the coordinator must plan well in advance to cond

Please attach any articles, flyers, or photos.

Signature: [Signature] Date: 11/12/13
Advisor's Signature: [Signature] Date: 11/11/13
Student United Way Fundraising Feast

Swing by to sample foods from several local businesses

Thursday November 7th
11:00 AM - 1:00 PM
AC 1

All proceeds will go to United Way
Event Audit Report

Organization/Department: Broward SGA

Representatives Name: Diana Arcentales Phone: 6-8633


Event: A Night at The Improv @Seminole Hard Rock, FL (Signature Event)

Date/Time/Location: Saturday, November 2, 2013 from 6:30 - 9:00 PM

Attendance (please attach sign-in sheet)  SGC Financial Support
Students: 61 Community: 67 Amount Funded: $5,629.48
Faculty/Staff: 8 Total: 136 Amount Spent: $5,629.48

What was the purpose of this event? Was that purpose accomplished?
Yes! This Signature Event provided FIU Broward Pines Center students with the opportunity to network and interact with one another outside of the classroom.

What was positive about this event? Why?
All of the attendees had a fun-filled evening. It was nice to see them enjoying themselves. The majority of our students are non-traditional students who juggle work, family and school. This was a nice opportunity for them to network and socialize.

What was negative about this event? Why?
Nothing

Should this event be done again next year?
Yes! The students appreciated it. Thank you.

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales Date: November 4, 2013
Advisor's Signature: Date: November 4, 2013
FIU Broward Pines Center's
Evening @ the Improv
Saturday, November 2, 2013 | 6:30 p.m.
Seminole Hard Rock Hotel & Casino
5700 Seminole Way
Hollywood, FL 33314
Free parking available in the Lucky Street Garage

Sponsored by SGA Biscayne Bay Campus & Broward Pines Center
FIU Broward Pines Center
Students

PICK UP YOUR RESERVED IMPROV TICKETS

Schedule:
Mon. - Thurs. 10 AM - 6:15 PM
Friday 10 AM - 4:30 PM

Sponsored by: SGA
Broward Pines Center
**SEMINOLE COMEDY INC**

**IMPROV COMEDY CLUB**
5700 Seminole Way  
Hollywood, FL 33314  
Phone: 561-404-1931  
Contact Person: Chelsea Wieland, Event Coordinator

**Bill To:**  
Florida International University  
Broward Pines Center  
17195 Sheridan Street  
Pembroke Pines, FL 33331  
Phone: 954-438-8602  
Contact Person: Diana Arcentales

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<td>$5,580.00</td>
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<tr>
<td>Comedian for Event: Bobby Slayton</td>
<td>$5,580.00</td>
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<td>Payment due day of event</td>
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<tr>
<td>Total</td>
<td>$5,580.00</td>
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</table>

Thank you for your business!
SALE

011491980535 $23.99
Raffle Tickets IJ/Lsr 400p
0727820083878 $25.49
Postcard Wht IJ 200pk

SubTotal $49.48
TOTAL $49.48

VISA $49.48
Card number: XXXXXXXXXXXX6893
Authorization 072080

Tax Exempt ID: 000594705378

02000-80733-03002-16690-10150-63019

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1293-03-7861-7

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ORDER BY PHONE 1-877-OFFICEMAX
ORDER BY WEB www.officemax.com
Event Audit Report

Organization/Department: Broward SGA

Representatives Name: Diana Arcentales Phone: 6-8633


Event: Business Etiquette Luncheon - 12:00 Noon - 2:00 PM

Date/Time/Location: Wednesday, November 6, 2013 at MMC - GC Ballrooms

Attendance (please attach sign-in sheet)  SGC Financial Support
Students: 9  Community: 0 Amount Funded: $150.00
Faculty/Staff: 1  Total: 10 Amount Spent: $150.00

What was the purpose of this event? Was that purpose accomplished?
Yes! The students enjoyed and learned a lot about proper Business Dining Etiquette at this luncheon at the MMC - GC Ballrooms.

What was positive about this event? Why?
The students were most appreciative in learning about proper Business Dining Etiquette. As always, Momma Nonni presented the material in a fun and informative way. The food was delicious and it was a great way for students to network.

What was negative about this event? Why?
Nothing

Should this event be done again next year?
Yes! The students appreciated it. Thank you.

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales Date: November 12, 2013
Advisor's Signature:  Date: November 13, 2013
Business Dining Etiquette

GRAHAM CENTER BALLROOM

WEDNESDAY, NOVEMBER 6TH, 2013

12PM TO 2PM

SPACE IS LIMITED REGISTER TODAY

https://fiu-csm.symplicity.com/events/register.php

For more information contact us at:
305-348-2423 and career.fiu.edu

Individuals with a disability requesting an accommodation to attend these events must make the request no less than five working days in advance by calling 305-348-3532 or TTY via FRS 1-800-955-8771.
Invoice

Invoice For: Diana Arcentales
1044331
darcenta@fiu.edu

Details:

<table>
<thead>
<tr>
<th>Charges</th>
<th>Cost</th>
</tr>
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<tbody>
<tr>
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<td>(1.00 @ 150.00)</td>
</tr>
<tr>
<td>November 06, 2013</td>
<td></td>
</tr>
<tr>
<td>Subtotal:</td>
<td>$150.00</td>
</tr>
</tbody>
</table>

Balance Due: $150.00
Payment Due On: upon receipt

All credit Cards will be processed no later than 2 days prior the event. All Registration fees are due no later than the day of the event.
Thank you Diana! See you at the next event!

-----Original Message-----
From: ivpaul@fiu.edu [mailto:ivpaul@fiu.edu]
Sent: Friday, November 08, 2013 10:24 AM
To: AudreyJohnson1
Subject: Billing ID 0000012606 has been approved.

The following Billing ID has been approved:

Billing ID: 0000012606
Billing Department: 1521030001
Receiving Department: 1540340004

Use the link below to view Billing ID information.

Event Audit Report

Organization/Department: Multicultural Programs & Services

Representatives Name: Jeffrey McNamee Position: Associate Director

Phone: (305) 919-5817 Advisor: 

Event: STARS: Financial Aid Workshop

Date: 11/05/13 Time: 3 pm Location: WUC-253

Attendance (please attach sign-in sheet)

Students: 19 Community: 
Faculty/Staff: Total: 19

SGC Financial Support

Opening Balance: 3,800.73 Amount Spent: 107.18
Closing Balance: 3,693.55

What was the purpose of this event? Was that purpose accomplished?

To help give information about Financial Aid to our students.

What was positive about this event? Why?

Students interacted with Financial Aid professionals and got to ask a lot of questions.

What was negative about this event? Why?

Nothing

Should this event be done again next year?

Yes

Please attach any articles, flyers, or photos.

Signature: Date: 12-18-13

Advisor's Signature: Date:

Biscayne Bay Campus, WUC 301, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-4060 • ssbchb.fiu.edu
Revised November 2011
Event Audit Report

Organization/Department: International Student & Scholar Services (ISSS)
Representatives Name: Andre Dawson Position: Coordinator
Phone: 305-919-5813 Advisor: Andre Dawson
Event: Traditional American Thanksgiving Dinner
Date: 11/21/2013 Time: 5:30pm Location: WUC Ballrooms

Attendance (please attach sign-in sheet)                      SGC Financial Support
Students: 111 Community: _______
Faculty/Staff: 17 Total: 128

Opening Balance: 2,240.86
Amount Spent: 1,174.00
Closing Balance: 1,066.86

What was the purpose of this event? Was that purpose accomplished?
This event was a collaboration between ISSS, BBC Catholic Campus Ministry, and the International Students Club to introduce our international students to the concept of a traditional thanksgiving dinner, and to allow them to share why they are thankful.

What was positive about this event? Why?
Students came together to discuss why they are thankful, and eat together and share their various harvest traditions from around their country.

What was negative about this event? Why?
We had allocated funds for 80 students, but we had a total of 128 students at the event.

Should this event be done again next year?
Yes, the students enjoyed the event immensely.

Please attach any articles, flyers, or photos.

Signature: ___________________ Date: 12/9/2013
Advisor's Signature: ___________________ Date: 12/9/2013
What are YOU Thankful For?
Traditional American Thanksgiving Dinner

Thursday, November 21, 2013
5:30PM-7:30PM
WUC Ballrooms 244B

Welcome to All

Further information contact: Laisy Santiago-disanti@fiu.edu
**Customer Information**

- **First Name:** Ariel
- **Last Name:** Ortiz
- **Organization/Department:** International Student & Scholar Services
- **Email:** ariortiz@fiu.edu
- **Phone:** 65813
- **Office Location:** WUC 363
- **Fax:** Ramirez
- **Tax Exempt:** True
- **Exempt Info:** FIU

**Payment Information**

- **Payment Type:** Purchase Order
- **Purchase Order Number:** xxxxxx

**Delivery / Pickup Information**

- **Select Ordering Option:** Panther Premier Events and Catering
- **Method:** Delivery to BBC Campus
- **Delivery Contact:** Ariel Ortiz
- **Department/Organization:** International Student & Scholar Services
- **Delivery Phone:** 65813
- **Event Name:** Thanksgiving Dinner
- **Building:** WUC
- **Room #:** Ballrooms

**Event Information**

- **Guest Count:** 100
- **Pick-up/ Delivery Date:** Thursday, 11/21/2013
- **Room Availability Time:** 4:30 PM
- **Set By Time:** 5:00 PM
- **Event Start Time:** 5:30 PM
- **Event End Time:** 7:00 PM

<table>
<thead>
<tr>
<th>FOOD</th>
<th>Qty</th>
<th>Price</th>
<th>Ext</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thanksgiving Dinner</td>
<td>100</td>
<td>$10.99</td>
<td>$1,099.00</td>
</tr>
<tr>
<td>Roasted Turkey</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mashed Potatoes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sweet Potatoes w/ Marshmallow</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Traditional Stuffing w/ Gravy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Green Bean Casserole</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pumpkin and Apple Pie</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Fruit Punch and Iced Water

| Food       | $1,099.00 |

* The administrative charge is not intended to be a tip or a gratuity for the benefit of employees.

*Prices reflected on this contract are current as of this date. Current pricing may or may not be honored for future events.

*In the event a refund is issued for any payments made with cards (i.e. credit card, pro card, etc.) Panther Premier Events & Catering will make every effort to expedite the process however the card holder’s bank by law has up to 30 days to apply the refund back to the pertaining card.

Order Summary

| Sub Total | $1,099.00 |
| Delivery Charge | $75.00 |
| Order Total | $1,174.00 |

Payment Summary

<table>
<thead>
<tr>
<th>Payment: Purchase Order</th>
<th>xxxxxx</th>
<th>12/9/2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance Due</td>
<td>$0.00</td>
<td>$1,174.00</td>
</tr>
</tbody>
</table>

Special Instructions

Estimate #23996
**Event Audit Report**

**Organization/Department:** Broward SGA  
**Representatives Name:** Diana Arcentales  
**Phone:** 6-8633  
**Position:** Coord., Student Life  
**Advisor:** Marisa Salazar, Asst. Direc.  

**Event:** Stress Relief Week Fall 2013 at FIU Broward Pines Center Lobby  
**Date/Time/Location:** M-Th, Dec. 2-5 4:15-6:30PM & Sat. Dec. 7 11:30 AM-1:30 PM

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students: 496</td>
<td>Amount Funded: $2,983.62</td>
</tr>
<tr>
<td>Community: 19</td>
<td>Amount Spent: $2,983.62</td>
</tr>
<tr>
<td>Faculty/Staff: 45</td>
<td></td>
</tr>
<tr>
<td>Total: 560</td>
<td></td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished?
Yes! The students enjoyed the Stress Relief Week Fall 2013 event at the FIU Broward Pines Center.

What was positive about this event? Why?
The students were most appreciative of their complimentary "Corporate Body" chair massages and their specialty coffee & biscotti provided by "Coffee Brake" & "U-turn Espresso." We also provided lots of delicious chocolates and candies, as well as, FREE peanut butter M & M's packs sent by Good Stuff. They enjoyed this extremely necessary Stress Relief Week Fall 2013 event, which was funded by Broward SGA/BBC SGA.

What was negative about this event? Why?
Nothing

Should this event be done again next year?
Yes! The students appreciated this event and look forward to it in the future. Thank you.

Please attach any articles, flyers, or photos.

**Signature:**  
**Date:** December 12, 2013

**Advisor's Signature:**  
**Date:** December 12, 2013
Stress Relief Week
Free Massages

Coffee  Snacks

Monday - Thursday
December 2nd - 5th
4:15 p.m. - 6:30 p.m.

&

Saturday
December 7th
11:30 a.m. - 1:30 p.m.

Broward Pines Center Lobby

Biscayne Bay Campus and
Broward Pines Center

Sponsored by: SGA
STUDENT GOVERNMENT ASSOCIATION
Meet your Representatives TODAY!
Florida International University
AGREEMENT FOR SERVICES
(for Services <$75,000 requiring single payment after services rendered)

THIS AGREEMENT FOR SERVICES ("Agreement") is entered into on the date fully executed below between
The Corporate Body, Inc
located at 12717 W Sunrise Blvd., Suite 334, Sunrise, FL 33323
("Vendor") and The Florida International University Board of Trustees, on behalf of
FIU Broward Pines Center, located at 17195 Sheridan Street
Pembroke Pines, FL 33331. The parties agree as follows:

1. SERVICES. The Vendor is an independent contractor and assumes full responsibility for completion of the
following services: (describe services in detail with deliverables and deadlines below, if not enough space,
continue on a separate page and label as "Exhibit A.")

Professional Chair Massage Services

The Vendor will commence performance of this Agreement on Dec 2, 2013 or the date this Agreement
is executed by all parties, whichever is later. Performance will continue until Dec 7, 2013 or until
performance is complete, whichever is later.

2. INSURANCE. Vendor will have and maintain types and amounts of insurance that at a minimum cover the
Vendor's (or subcontractor's) exposure in performing this Agreement.

3. PAYMENT. FIU will pay Vendor: (Check One)

☐ an all inclusive fee of $1,344.00 after services have been fully rendered.
☐ a fee not to exceed $____________ calculated as follows:

and invoiced by Vendor after services have been fully rendered.

Vendor shall submit bills for compensation for services or expenses in detail sufficient for a proper pre-and post-
audit. Vendor is responsible for any taxes due under this Agreement. FIU's performance and obligation to pay
under the Agreement is contingent upon the legislature's annual appropriation. FIU will make payment in
accordance with FIU Regulation FIU-2202 entitled "Prompt Payment." If FIU does not issue payment within 40
days of receipt of a proper invoice, FIU will pay to Vendor, an interest penalty at the rate established pursuant to
§55.03(1) Fla. Stat. if the interest exceeds one dollar ($1.00). Vendors experiencing payment problems may
contact the Vendor Ombudsman at (305) 348-2101.

Vendor will cooperate with FIU and provide specific records and/or access to all of the Vendor's records related
to this Agreement for purposes of conducting an audit or investigation. University will provide Vendor with
reasonable notice of the need for such.

Vendor will supply FIU with a complete and accurate W-9; if Vendor fails to supply FIU with a complete and
accurate W-9, the invoice will be deemed insufficient for payment until such information has been provided.
Vendor will also supply FIU with Vendor's FEID/Social Security Number upon request.

4. GOVERNING LAW. This Agreement is governed by the laws of the state of Florida and venue of any actions
arising out of this Agreement shall be in the state courts in Miami-Dade County, Florida.

5. ASSUMPTION OF RISK. Each party hereby assumes any and all risk of personal injury and property damage
attributable to the willful or negligent acts or omissions of that party and the officers, employees, and agents
thereof. Vendor also assumes such risk with respect to the willful or negligent acts or omissions of Vendor’s
subcontractors or persons otherwise acting or engaged to act at the instance of Vendor in furtherance of Vendor
fulfilling Vendor's obligations under the Agreement.
Florida International University

ENTERTAINMENT/PERFORMANCE AGREEMENT

(Services provided by entertainer, guest speaker or performer less than $75,000 requiring single payment after services rendered)

The Florida International University Board of Trustees ("FIU") and Coffee Brake of South Florida, Inc. ("Performer") located at 1050 NE 181st Street, North Miami Beach, FL 33162 (Sally Heyman) enter into this Entertainment Performance Agreement ("Agreement") effective on the date this Agreement is executed by all parties below and agree as follows:

1. Performance. Performer will provide the following presentations or performances ("performance"):

   Coffee Brake van with hot & cold coffee, tea, chocolate beverages and individually wrapped biscotti.

   The students will sign up at the SGA table at FIU Broward and receive a ticket to give to the Coffee Brake vendor for items. Funds paid by Broward SGA (265 students @ $2.50/each)

2. Location and Times of Performance. The performance will be held at the premises on the following date(s) and time(s):

   The performance will be held at the premises known as: FIU Broward Pines Center

   Address: 17195 Sheridan Street, Pembroke Pines, FL 33331 (covered entryway)

   Date(s): Between the hours of: Minimum length of Performance:
   Dec. 2 - 4, 2013 4:30 p.m. and 6:30 p.m. 2 hours minutes

3. Compensation. FIU will pay to Performer as total compensation (inclusive of any and all expenses, except for expenses related to ) $662.50

4. Payee. The payment shall be made payable to: Coffee Brake

   Special Payment Terms: check

5. Equipment and Personnel. FIU will supply the premises stated above and the following equipment for the performance(s): electrical outlet, outside/site lighting

   Any and all other equipment or personnel necessary for the performance shall be provided by, and at the expense of, the Performer. Note, FIU staff will determine sound level and maximum amplification.

6. FIU Contact Information. All correspondence to FIU related to this Agreement should be addressed to:

   Diana Arcentales, Coordinator of Student Life 954-438-8633

   at FIU Broward Pines Center, 17195 Sheridan Street, Pembroke Pines, FL 33331

7. Insurance. Performer (and any of Performer's subcontractors) will have and maintain types and amounts of insurance that at a minimum, cover the Performer's (or subcontractors') exposure in performing this Agreement.

8. Agent. If this Agreement is signed by Performer's agent, such agent warrants: that he/she is duly authorized to act for and on behalf of the Professional, that he/she is authorized to enter into this Agreement, and that the agent and Performer are jointly and severally liable for any breach of this Agreement.

9. Limited Use of Tapes/Recordings. FIU is granted the right to tape and/or record the performance; however, such tapes or recordings shall only be used for educational purposes by FIU's students, faculty and staff.

OGC– Entertainment Performance Agreement June 2013
Stress Relieb WK Fall 2013
Order Ornaments #104933

Walmart
Save money. Live better.

(954) 442-5822
MANAGER DENISE SHAHEEN
151 SU 194TH AVE
PEN BROKE PINES FL 33029

ST#: 2691 OP#: 00006567 TE#: 06 TR#: 06919
TWIZZLER TUB 003400051962 F 5.98 0
GV SUGAR CAN 007874243403 F 1.48 0
COFFEMATE 00500030212 F 3.98 0
ID VAN PWD 004127101764 F 3.68 0
GOUR ROAST 004300004661 F 6.98 0
CHOC 00340005838 F 8.98 0
TWIX 0040001514 F 6.24 0
TWIX 0040001514 F 6.24 0
TWIX 0040001514 F 6.24 0
TWIX 0040001514 F 6.24 0
CHC FS VRTY 00400034769 F 8.98 0
CHC FS VRTY 00400034769 F 8.98 0
WONKA MIXUP 007920015811 F 7.18 0
RESEAST 003400024093 F 8.98 0
RESEAST 003400024093 F 8.98 0
RESEAST 003400024093 F 8.98 0
SUBTOTAL 118.31
RESEAST 003400024093 F 8.98 0
SK/SB VRTY 00400034767 F 8.38 0
SK/SB VRTY 00400034767 F 8.38 0
SK/SB VRTY 00400034767 F 8.38 0
SK/SB VRTY 00400034767 F 8.38 0
CHC FS VRTY 00400034769 F 8.98 0
CHC FS VRTY 00400034769 F 8.98 0
CHC FS VRTY 00400034769 F 8.98 0
CHC FS VRTY 00400034769 F 8.98 0
HRSHY ALMOND 00340002040 F 3.24 0
HRSHY ALMOND 00340002040 F 3.24 0
HRSHY ALMOND 00340002040 F 3.24 0
HRSHY ALMOND 00340002040 F 3.24 0
SUBTOTAL 204.68
TOTAL 204.68
VISA TEND 204.68

ACCOUNT # **** **** **** 6893 S
APPROVAL # 014011
REF # 00
TRANS ID - 0683330506489360
VALIDATION - L6Q6
PAYMENT SERVICE - E
TERMINAL # MX098265

11/26/13 09:06:01

CHANGE DUE 0.00

# ITEMS SOLD 31

TC# 0642 4221 6194 2186 6503 5

30% off select merchandise.
Friday 8am-2pm. While Supplies Last.
11/26/13 09:06:01

***CUSTOMER COPY***
Walmart
Save money. Live better.

(954) 442-5822
MANAGER DENISE SHAHEEN
161 SW 184TH AVE
PEMBROKE PINES FL 33202
ST# 2691 OP# 00005129 TE# 14 TR# 09161
NESTLE WATER 006827493471 F
10 AT 1 FOR 3.48 34.80 0
SUBTOTAL 34.80
TOTAL 34.80
VISA TEND 34.80

ACCOUNT # **** **** **** 6893 S
APPROVAL # 039108
REF # 00
TRANS ID - 046330517776660
VALIDATION - DLJ5
PAYMENT SERVICE - E
P.O. # 0
TERMINAL # M066023

11/26/13 09:23:06
CHANGE DUE 0.00

# ITEMS SOLD 10
TC# 5376 5476 7155 7310 8986

30% off select merchandise.
Friday 8am-2pm. While Supplies Last.
11/26/13 09:23:06

***CUSTOMER COPY***
U-Turn Espresso LLC

Dec 5, 2013 at 6:48pm            Receipt #euVW

Custom Amount                    $437.34

Total                             $437.34

Find amazing items from businesses like U-Turn Espresso LLC on Square Market

Shop Online

https://squareup.com/receipt/1rtGp4llo2oSOif3_YK1

12/5/2013
U-Turn Espresso LLC

Dec 7, 2013 at 1:39pm  Receipt #pni08

Custom Amount $300.40

Total $300.40

6893 $300.40

Start accepting credit cards today.
Accept all major credit cards anytime, anywhere on your iPhone or Android. Sign up today and we'll mail you a free credit card reader. Sign up for Square.

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Event Audit Report

Organization/Department: Broward SGA

Representatives Name: Diana Arcentales Phone: 6-8633


Event: Lovin' the Pines Valentine's Event - FIU Broward (Main Lobby)

Date/Time/Location: Thursday, February 13, 2014 from 4:30-6:30PM

Attendance (please attach sign-in sheet)

Students: 92 Community: 3
Faculty/Staff: 14 Total: 109

SGC Financial Support

Amount Funded: $478.86
Amount Spent: $478.86

What was the purpose of this event? Was that purpose accomplished?
Yes! The students enjoyed the 2014 Lovin' the Pines Valentine's Event at the FIU Broward Pines Center.

What was positive about this event? Why?
The students were thrilled to celebrate Valentine's Day early with their complimentary and scrumptious Misha's cupcake, coffee, tea and hot cocoa, all funded by Broward SGA/BBC SGA.

What was negative about this event? Why?
Nothing

Should this event be done again next year?
Yes! The students appreciated this event and look forward to it in the future. Thank you.

Advisor's Signature: Diana Arcentales Date: February 18, 2014

Please attach any articles, flyers, or photos.
Happy Valentine’s Day!

“Lavin’ the Pines”

Thursday, February 13, 2014
4:30 p.m. - 6:30 p.m.
Main Lobby

Enjoy a FREE misha’s cupcakes while supplies last!

FIU | Broward Pines Center
Florida International University

Like us @ facebook.com/fiubroward

SGA Blacayne Bay Campus and Broward Pines Center
**Misha's Cupcakes**  
Miami Lakes, FL 33014  
305-819-1889  
No pickup: London Square: 1  
Please call for store hours or visit us on Facebook.  

<table>
<thead>
<tr>
<th>Delivery Address:</th>
<th>Delivery City:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coral Gables: 1548 S. Dixie Hwy, (786)200-6153</td>
<td>Aventura: 18798 Biscayne Blvd, (305) 792-5030</td>
</tr>
</tbody>
</table>

**Order Details**  
Date placed: 1/27/2014 12:15 PM  
Date of pickup: 2/13/2014  

<table>
<thead>
<tr>
<th>Item #</th>
<th>Description</th>
<th>Qty</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>72</td>
<td>Special Order Regular CHOC</td>
<td>35</td>
<td>2.60</td>
<td>91.00</td>
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<tr>
<td>72</td>
<td>Special Order Regular VAN</td>
<td>35</td>
<td>2.60</td>
<td>91.00</td>
</tr>
<tr>
<td>72</td>
<td>Special Order Regular RED</td>
<td>50</td>
<td>2.60</td>
<td>130.00</td>
</tr>
<tr>
<td>84</td>
<td>4 packs</td>
<td>1</td>
<td>10.00</td>
<td>10.00</td>
</tr>
</tbody>
</table>

**NOTE**  
1/17/2014 clayana arcentales 2/13/14  
Subtotal: 322.00  
Tax: 0.00  
Total: 322.00  

**Tender**  
Credit Card # ****6893  
Items purchased: 122  
Customer P# 6893

---

**Cancellation Policy:** All order cancellations and changes must be made 48 hours in advance. No refunds if not within 48 hours.

**Allergy Info:** Certain baked goods contain nuts; all baked goods contain dairy.

---

Please sign approving satisfaction with your order. Sales are final upon removal from the stores. No refund or exchange.  
Approved by (please print AND sign name):
Changes-date & name: __________________________

Misha's Cupcakes

Coral Gables: 1548 S. Dixie Hwy, (786)200-6153  
Miami Lakes: 15368 NW 79th Ct, (305)819-1889

Aventura: 18798 Biscayne Blvd, (305) 792-5030  
No pickup: London Square: 13440 SW 120 St, (786) 573-9700

Please call for store hours or visit us on Facebook. Our email is info@mishascupcakes.com

Date placed: 12/7 Date of pickup: 12/13 (Thursday) 

Delivery Address: ____________________________ Delivery contact and phone: ____________________________

(One delivery attempt will be made.)

Name: Doiyana Arcenasles  
Person to pickup:  
Cell: 91438-8633, 
Fax: 91438-8606

Credit Card/exp/security: 4315-6349-0607-6993

Total: $32.56

Paid in full CC  □ Paid in full CASH  □ Paid in full Website  □ Balance Pending $ ________

Cupcakes: size __ quantity: _____  Cakes/Cupcake Cakes: size _____ flavor: ____

size __ quantity: _____ muscle

35 Choc -> Soft Pink -> #26 Sprinkles
35 Van -> Red Red -> #52 Sprinkles
50 Red -> White -> #17 Sprinkles

100 (4 pack) -> 100 (10)

CANCELLATION POLICY: All order cancellations and changes must be made 48 hours in advance. NO refunds if not within 48 hours.

ALLERGY INFO: Certain baked goods contain nuts; all baked goods contain dairy.

Please sign approving satisfaction with your order. Sales are final upon removal from the stores. No refund or exchange.

Approved by (please print AND sign name): ____________________________

Employee: Adri
A080D¥
HAS MORE PARTY
FOR
LESS

14804 PINES BLVD
PENMBROE PINES, FL 33027
954 433-2272
TAX EXEMPT

013051465278 BN SWEET LOVE
BN SWEET LOVE
< @ $2.99
$2.99

04919474766 CANDY HRT PL
CANDY HRT PLSTC TC
< @ $2.95
$2.95

Order: 0494310169

014045101028 LG HLM TNK A
BLIN TIME A LA CARTE
3 @ 89.99
$269.97

0494310169

SUBTOTAL
TOTAL
$146.80
CR VISA
$146.80

ITEMS = 16

CR VISA SALE $146.80

ODC 1087 004 0087

RETURN MUST BE MADE WITHIN
30 DAYS OF PURCHASE
RECEIPT MUST ACCOMPANY EACH RETURN
ONLY UNOPENED PACKAGES
MAY BE RETURNED

SEASONAL ITEMS MAY BE RETURNED
UP TO 7 DAYS PRIOR TO HOLIDAY

Merchandise credits are only redeemable
AT ISSUING STORES.
Our Guaranteed Low Prices Are Unbeatable with Ad Hatch!
**Organization/Department:** Broward SGA

**Representatives Name:** Diana Arcentales  
**Phone:** 6-8633

**Position:** Coord., Student Life  
**Advisor:** Marisa Salazar, Asst. Direc.

**Event:** Week of Welcome Spring 2014 at FIU Broward Pine Center (Lobby)

**Date/Time/Location:** M-Th, Jan. 6-9 4:30-6:30PM & Sat Jan. 11 11:30AM-1:30PM

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
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</thead>
<tbody>
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<tr>
<td>Community: 20</td>
<td>Amount Spent: $3,420.80</td>
</tr>
<tr>
<td>Faculty/Staff: 33</td>
<td></td>
</tr>
<tr>
<td>Total: 618</td>
<td></td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished?  
Yes! The students enjoyed the Week of Welcome Spring 2014 event at the FIU Broward Pines Center.

What was positive about this event? Why?  
The students were very pleased with their FREE Robeks smoothies, snacks, fun FIU gear prizes (in our inventory), student agendas, shampoo samples, M & M's (free from Good Stuff) and live DJ for an exciting Week of Welcome Spring 2014 celebration which was funded by Broward SGA/BBC SGA.

What was negative about this event? Why?  
Nothing

Should this event be done again next year?  
Yes! The students appreciated this event and look forward to it in the future. Thank you.

**Signature:** Diana Arcentales  
**Date:** January 16, 2014

**Advisor's Signature:**  
**Date:** January 16, 2014
FLORIDA INTERNATIONAL UNIVERSITY

WOW
WEEK OF WELCOME
FIU BROWARD PINES CENTER

MONDAY – THURSDAY
JANUARY 6 - 9 @ 4:30 P.M. – 6:30 P.M.

SATURDAY
JANUARY 11 @ 11:30 A.M. – 1:30 P.M.

BROWARD PINES CENTER MAIN LOBBY
*LIMITED QUANTITIES/1ST COME-1ST SERVED
Florida International University

ENTERTAINMENT/PERFORMANCE AGREEMENT

(Services provided by entertainer, guest speaker or performer less than $75,000 requiring single payment after services rendered)

The Florida International University Board of Trustees ("FIU") and

Alexander Luis Perez aka DJNjolek

("Performer") located at 9731 SW 163rd Avenue Miami, FL 33196

enter into this Entertainment Performance Agreement ("Agreement") effective on the date this Agreement is executed by all parties below and agree as follows:

1. Performance. Performer will provide the following presentations or performances ("performance"):

D Jazz music provided with professional audio equipment from Monday January 6th - Thursday January 9th, 2014

2. Location and Times of Performance. The performance will be held at the premises on the following date(s) and time(s):

The performance will be held at the premises known as: FIU Broward Pines Center

Address: 11195 Sheridan Street Pembroke Pines, FL 33331

Date(s): Between the hours of: Minimum length of Performance:
Monday Jan 6th 2014 4:30pm and 6:30pm 2 hours 0 minutes
Tuesday Jan 7th 2014 4:30pm and 6:30pm 2 hours 0 minutes
Wednesday Jan 8th 2014 4:30pm and 6:30pm 2 hours 0 minutes
Thursday Jan 9th 2014 4:30pm and 6:30pm 2 hours 0 minutes

3. Compensation. FIU will pay to Performer in total compensation (inclusive of any and all expenses, except for expenses related to Overtime) $1500.00 (Should the event pass 3pm/day) $800.00 ($1500.00/day)

4. Payee. The payment shall be made payable to: Alexander L. Perez

Special Payment Terms: Check/cash/money order

5. Equipment and Personnel. FIU will supply the premises stated above and the following equipment for the performance(s):

Tent or shelter (equipment must be protected at all times, as a preventive measure, from any and all unexpected weather conditions) - Power (1 dedicated power outlet)

Any and all other equipment or personnel necessary for the performance shall be provided by, and at the expense of, the Performer. Note, FIU staff will determine sound level and maximum amplification.

6. FIU Contact Information. All correspondence to FIU related to this Agreement should be addressed to:

Diana Arcentoles, Coordinator of Student Life (FIU Broward Pines Center) at FIU Broward Pines Center at 11195 Sheridan Street Pembroke Pines, FL 33331

7. Insurance. Performer (and any of Performer's subcontractors) will have and maintain types and amounts of insurance that at a minimum, cover the Performer's (or subcontractors') exposure in performing this Agreement.

8. Agent. If this Agreement is signed by Performer's agent, such agent warrants: that he/she is duly authorized to act for and on behalf of the Professional, that he/she is authorized to enter into this Agreement, and that the agent and Performer are jointly and severally liable for any breach of this Agreement.

9. Limited Use of Tapes/Recordings. FIU is granted the right to tape and/or record the performance; however, such tapes or recordings shall only be used for educational purposes by FIU's students, faculty and staff.

OGC - Entertainment Performance Agreement June 2013
Walmart
save money. live better.

(354) 442 - 5822
MANAGER DENISE SHANEEN
1811 SW 184TH AVE PEMBROKE PINES FL 33029

STB 2071 BPN 00004486 TCH 67 TCH 0064
SPECIAL K 00380006186 F 4.00 0
SPECIAL K 00380006186 F 4.00 0
SPECIAL K 00380006186 F 4.00 0
NUTRI GRAIN 003800036700 F 2.88 0
NUTRI GRAIN 003800036700 F 2.88 0
NUTRI GRAIN 003800036700 F 2.88 0
NUTRI GRAIN 003800036700 F 2.88 0
NUTRI GRAIN 003800036700 F 2.88 0
NUTRI GRAIN 003800036700 F 2.88 0
EMERALD BOTTLE 01030000421 F 2.68 0
EMERALD BOTTLE 01030000421 F 2.68 0
EMERALD BOTTLE 01030000421 F 2.68 0
NG BARS 003800036001 F 1.60 0
NG BARS 003800036001 F 1.60 0
NG BARS 003800036001 F 1.60 0
SNIP GRAN BRR 016100065080 F 2.00 0
SNIP GRAN BRR 016100065080 F 2.00 0
SNIP GRAN BRR 016100065080 F 2.00 0
QUAKER DIP 00380004652 F 3.98 0
QUAKER DIP 00380004652 F 3.98 0
QUAKER DIP 00380004652 F 3.98 0
SNACK BARS 001600042015 F 2.00 0
SNACK BARS 001600042015 F 2.00 0
CTC TET BRR 016100049116 F 2.00 0
CTC TET BRR 016100049116 F 2.00 0
CTC TET BRR 016100049116 F 2.00 0
NAT VAL BAR 01610004524 F 6.98 0
NAT VAL BAR 01610004524 F 6.98 0
NAT VAL BAR 01610004524 F 6.98 0
BV GRAN BRR 00787400383 F 2.98 0
BV GRAN BRR 00787400383 F 2.98 0
BV GRAN BRR 00787400383 F 2.98 0
NAT VAL BAR 016100027880 F 2.94 0
NAT VAL BAR 016100027880 F 2.94 0
NAT VAL BAR 016100027880 F 2.94 0
NAT VAL BAR 016100027880 F 2.94 0
NAT VAL BAR 016100027880 F 2.94 0
NAT VAL BAR 016100027880 F 2.94 0
SPEC K BAR 00380002144 F 4.00 0
SPEC K BAR 00380002144 F 4.00 0
SPEC K BAR 00380002144 F 4.00 0
AK TREATS 00380009316 F 8.98 0
AK TREATS 00380009316 F 8.98 0
AK TREATS 00380009316 F 8.98 0

SUBTOTAL 11.26

NUTRI GRAIN 003800036700 F 2.68 0
NUTRI GRAIN 003800036700 F 2.68 0
NUTRI GRAIN 003800036700 F 2.68 0
EMERALD BOTTLE 01030000421 F 2.68 0
EMERALD BOTTLE 01030000421 F 2.68 0
EMERALD BOTTLE 01030000421 F 2.68 0
NG BARS 003800036001 F 1.60 0
NG BARS 003800036001 F 1.60 0
NG BARS 003800036001 F 1.60 0
SNIP GRAN BRR 016100065080 F 2.00 0
SNIP GRAN BRR 016100065080 F 2.00 0
SNIP GRAN BRR 016100065080 F 2.00 0
QUAKER DIP 00380004652 F 3.98 0
QUAKER DIP 00380004652 F 3.98 0
QUAKER DIP 00380004652 F 3.98 0
SNACK BARS 001600042015 F 2.00 0
SNACK BARS 001600042015 F 2.00 0
CTC TET BRR 016100049116 F 2.00 0
CTC TET BRR 016100049116 F 2.00 0
CTC TET BRR 016100049116 F 2.00 0
NAT VAL BAR 01610004524 F 6.98 0
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NAT VAL BAR 01610004524 F 6.98 0
BV GRAN BRR 00787400383 F 2.98 0
BV GRAN BRR 00787400383 F 2.98 0
BV GRAN BRR 00787400383 F 2.98 0
NAT VAL BAR 016100027880 F 2.94 0
NAT VAL BAR 016100027880 F 2.94 0
NAT VAL BAR 016100027880 F 2.94 0
NAT VAL BAR 016100027880 F 2.94 0
NAT VAL BAR 016100027880 F 2.94 0
NAT VAL BAR 016100027880 F 2.94 0
SPEC K BAR 00380002144 F 4.00 0
SPEC K BAR 00380002144 F 4.00 0
SPEC K BAR 00380002144 F 4.00 0
AK TREATS 00380009316 F 8.98 0
AK TREATS 00380009316 F 8.98 0
AK TREATS 00380009316 F 8.98 0

SUBTOTAL 119.71

VISA (119.71)

ACCOUNT 4 **** **** **** 6893 S
APPROVAL 4 066792
REF 4 00
TRANS ID - 0463935393366/4
VALIDATION - RP47
PAYMENT SERVICE - E
TERMINAL 4 0033340

12/19/13 09:58:63
CHANGE DUE 0.00

# ITEMS SOLD 42

Our Guaranteed Low Prices Are Unbeatable with No Match!
12/19/13 09:58:63

****CUSTOMER COPY***
Week of Welcome Spring 2014
Oklahoma State (4/15-5/9)
12/9/13

Walmart

(954) 946-5822
MANAGER BRENDA SCHRADER
201 SOUTH AVE
PENNWOOD PINES P. O. 33029
STB 25 PINE GROVE ROAD
18TH TR.

NESTLE WATER. DOWNTOWN PINE 1025
12 AT 1 FOR
SUBTOTAL
TOTAL

VISA TEND

ACCOUNT # **** **** **** 68935
APPROVAL # 003384
REF # 00
TRN 10 - 0000000000000
VALIDATION - VISA
PAYMENT SERVICE - E
TERMINAL # M00690423
12/19/13 10:19:38
CHANGE DUE 0.00

# ITEMS SOLD 12

TCA 7856 6607 9657 4128 956

Our Guaranteed Low Prices Are Unbeatable with Ad Match!
12/19/13 10:19:38

***CUSTOMER COPY***
### Robeks Juice

**Florida International University Broward Piti**  
17195 Sheridan Street  
Website: http://broward.fiu.edu  
Pembroke Pines, fl 33331 USA

---

#### Invoice

- **Date:** 12/27/2013  
- **Invoice #:** 010614  
- **Due on receipt:** 01/06/2014  
- **Monday**

---

- **Total:** $0.00

---

**SubTotal:** $577.75  
**Discount (10%):** -$57.78  
**Total:** $519.97  
**Payment:** $519.97

---

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>12oz Coffee Smoothies (assorted flavors available)</td>
<td>35</td>
<td>4.39</td>
<td>153.65</td>
</tr>
<tr>
<td>Premium 12oz Fruit smoothies (Strawberry &amp; Maholo Mango)</td>
<td>90</td>
<td>3.99</td>
<td>359.10</td>
</tr>
<tr>
<td>Catering and Delivery Fee</td>
<td>1</td>
<td>65.00</td>
<td>65.00</td>
</tr>
</tbody>
</table>

---

**FIU Broward Pines Center**  
**Welcome of Welcome (WOW) Spring 2014**  
**Date:** January 6th  
**Time:** From 4:30-6:30pm  
**To be delivered**  
**Contact:** Diana Arcentales

---

Please detach top portion and return with your payment.
<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>12oz Coffee Smoothies (assorted flavors available)</td>
<td>35</td>
<td>4.39</td>
<td>153.65</td>
</tr>
<tr>
<td>Premium 12oz Fruit smoothies (Stawnanberry &amp; Mahalo Mango)</td>
<td>90</td>
<td>3.99</td>
<td>359.10</td>
</tr>
<tr>
<td>Catering and Delivery Fee</td>
<td>1</td>
<td>87.00</td>
<td>87.00</td>
</tr>
</tbody>
</table>

SubTotal: $599.75
Discount (10%): $-59.98
Total: $539.77
Payment: $539.77
Florida International University Pines
17195 Sheridan Street
Website: http://broward.fiu.edu
Pembroke Pines, FL 33331 USA

Robeks Juice

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>12oz Coffee Smoothies (assorted flavors available)</td>
<td>35</td>
<td>4.39</td>
<td>153.65</td>
</tr>
<tr>
<td>Premium 12oz Fruit smoothies (Stawnanberry &amp; Maholo Mango)</td>
<td>90</td>
<td>3.99</td>
<td>379.10</td>
</tr>
<tr>
<td>Catering and Delivery Fee</td>
<td>1</td>
<td>65.00</td>
<td>65.00</td>
</tr>
</tbody>
</table>

SubTotal: $577.75
Discount (10%): -57.78
Total: $519.97

Payment: $519.97

Due on receipt: 01/08/2014

FIU Broward Pines Center
Week of Welcome (WOW) Spring 2014
Date: January 8th
Time: From 4:30-6:30pm
To be delivered
Contact: Diana Arceitales
Due on receipt 01/09/2014

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price</th>
<th>Subtotal</th>
</tr>
</thead>
<tbody>
<tr>
<td>12oz Coffee Smoothies (assorted flavors available)</td>
<td>45</td>
<td>4.39</td>
<td>65.85</td>
</tr>
<tr>
<td>Premium 12oz Fruit smoothies (assorted flavors)</td>
<td>60</td>
<td>3.99</td>
<td>239.40</td>
</tr>
<tr>
<td>Catering and Delivery Fee</td>
<td>1</td>
<td>65.00</td>
<td>65.00</td>
</tr>
</tbody>
</table>

SubTotal: $370.25

Discount (10%): $37.03

Total: $333.22

Payment: $333.22
FIU Broward Pines Center  
Week of Welcome (WOW) Spring 2014  
Date: January 11th  
Time: From 11:30-1:30pm  
To be delivered  
Contact: Diana Arcentales

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>12oz Coffee Smoothies (assorted flavors available)</td>
<td>25</td>
<td>4.39</td>
<td>109.75</td>
</tr>
<tr>
<td>Premium 12oz Fruit Smoothies (Strawberry &amp; Maholo Mango)</td>
<td>100</td>
<td>3.99</td>
<td>399.00</td>
</tr>
<tr>
<td>Catering and Delivery Fee</td>
<td>1</td>
<td>65.00</td>
<td>65.00</td>
</tr>
</tbody>
</table>

SubTotal: $573.75  
Discount (10%): $ -57.38  
Total: $516.37  
Payment: $516.37
**Event Audit Report**

**Organization/Department:** International Student and Scholar Services  
**Representatives Name:** Andre Dawson  
**Position:** Coordinator  
**Phone:** 305-919-5813  
**Advisor:** Andre Dawson  
**Event:** International Welcome Dinner  
**Date:** 1/13/2014  
**Time:** 5:30 pm  
**Location:** WUC 244B

### Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Category</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students</td>
<td>60</td>
</tr>
<tr>
<td>Community</td>
<td>2</td>
</tr>
<tr>
<td>Faculty/Staff</td>
<td>8</td>
</tr>
</tbody>
</table>

### SGC Financial Support

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>1,116.37</td>
</tr>
<tr>
<td>Amount Spent</td>
<td>1,086.50</td>
</tr>
<tr>
<td>Closing Balance</td>
<td>29.87</td>
</tr>
</tbody>
</table>

**What was the purpose of this event? Was that purpose accomplished?**

This event is a dinner/reception designed to introduce and welcome the new and returning students to FIU and inform them of the resources and activities available on campus. The purpose was accomplished.

**What was positive about this event? Why?**

Students were able to meet and interact with each other, establish connection and friendships, as well as meet faculty and discover resources on campus.

**What was negative about this event? Why?**

N/A

**Should this event be done again next year?**

Yes. Students were excited to meet their peers and enjoyed the games & prizes.

**Please attach any articles, flyers, or photos.**

**Received**

**SGC BBC**

---

**Advisor’s Signature:**

**Date:**

---

**Signature:**

**Date:**

---
International Student Welcome Dinner

Please join us for our Spring 2014 Welcome Reception:
Date: Monday, January 13th, 2014
Time: 5:30PM – 7:00PM
Location: WUC 244B (Ballrooms)

No registration required!
ISSS BBC Fall 2013
International Welcome Dinner Spring 2014
Monday, January 13th, 2014 WUC Ballrooms

Evaluation Summary

Number of Students signed-in: 70
Number of Evaluations completed: 36

Majors

[Bar chart showing distribution of majors]

- Undergraduate Student (16)
- Graduate Student (16)
- Faculty/Staff (2)
How did you hear about this program?

Other:

Questions

1. Did the International Welcome Dinner meet your expectations?
2. Why or why not?

- Yes, I expected good food and it was good food. I was also informed about the club.
- Yes, just advertise more
- Yes, very well organized
- Yes, good food and fun events
- Yes, it was nice & elegant
- It was what I expected but very short and not entertaining
- Yes, it's a nice way to meet new people
- Yes, I made friends here
- Yes, there was good food & socializing
- So, so foods are ok. I liked that I met a lot of students
- Yeah, spoke with students from different countries
- Yes, because free food and quiz game and gifts
- Yes, it was an opportunity to meet new people
- Yes, I learned about different people
- Yes, I interacted with the students & was informed of ways to get involved
- No expectations, new to the campus
- Yes, I was able to socialize with new International students and former co-interns
- Yes, gave me the opportunity to meet several international students
- Food is good
- Yes, it was welcoming and diverse
- Yes, it was great
- Yes, I met a lot of friends there
- Yes, the food was great!
- Yes, good food and company
- Yes, I got to know people that know Curacao
- Yes, food is nice and it's nice to meet people from different countries.

3. Would you recommend this program to other students?
Other Comments:
- Good quality.
- Awesome
- Was great
- Should be on time next time
- More games
- Bring back the salad!

Program Suggestions:
1. Advertise more
2. More delicious food and gifts
Fax (305) 348-3308

First Name: Ariel
Last Name: Ortiz

Panther Premier Events and Catering
Ph: (305) 348-3072

Organization/International Student & Organization/Scholar Services

Email: a_ortiz@fiu.edu
Phone: 65813
Office: WUC 363
Fax: 65813
Tax Exempt: True
Exempt Info: FIU

ARAMARK
FIU NORTH
BB
3000 NE 151ST
Miami, FL. 33181
305-899-2122

Merchant ID: G1047000169703

https://pantherdining.catertrax.com/shopa_formatorderINY.asp?orderi

**ESTIMATE #24780**

Monday, 1/13/2014
Order By: 1/13/2014

Ordered On: 1/3/2014
Confirmed

Contact: Ariel Ortiz

Department/International Student & Organization/Scholar Services

Event Name: TBD
Building: WUC
Room at Ballroom

Event Information

Guest Count:

Pick-up:
Delivery Date:
Room:
Availability: 5:00 PM
Set By Time: 5:30 PM
Event Start Time: 5:30 PM
Event End Time: 7:00 PM

Sale

VISA
Entry Method: Swiped
Amount: $ 1,085.50
Tax: $ 4.40
Total: $ 1,089.90

01/24/14
10:09:26

Amex Code: 655252
Advance: 0
Cost: 2700

Invoices

$15.00

Order Totals

Sub Total: $1,011.50
Delivery Charge: $75.00
Order Total: $1,086.50
Balance Due: $1,086.50

Customer Copy
THANK YOU!

Merchant Copy
THANK YOU!

Order Confirmed
Event Audit Report

Organization/Department: International Student & Scholar Services
Representatives Name: Ariel Ortiz Position: Assist. Director
Phone: 305-919-5813 Advisor: Ariel Ortiz
Event: Spring 2014 International Student Orientation
Date: 1/3/2014 Time: 9AM - 12PM Location: WUC 155

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students: 19</td>
<td>Opening Balance: $2,044.51</td>
</tr>
<tr>
<td>Community:</td>
<td>Amount Spent: $740.80</td>
</tr>
<tr>
<td>Faculty/Staff: _________</td>
<td>Closing Balance: $1,303.71</td>
</tr>
<tr>
<td>Total: 19</td>
<td></td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished?
The students were able to absorb the information provided well and were able to get all questions answer regarding the status in the U.S. and the school.

What was positive about this event? Why?
This is valuable information for the students and they also get to know about the resources available to them at ISSS and FIU.

What was negative about this event? Why?
The turn out was not as great as expected. It could have something to do with communication or the holiday schedule for this calendar year. Many students thought the campus was closed.

Should this event be done again next year?
Yes.

Please attach any articles, flyers, or photos.

Signature: [Signature] Date: 1/9/2014
Advisor's Signature: [Signature] Date: 1/9/2014

Biscayne Bay Campus, WUC 301, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-4060 • sgabbc.fiu.edu
Revised November 2011
Spring 2014 Immigration Orientation
Friday, January 3, 2014  ▪  9:00am ▪  WUC 155

8:30 - 9:10am  Check-In & Breakfast
9:10 - 9:20am  Introductions & Ice Breaker
9:20 - 9:30am  ISSS Services and Operations
9:30 - 10:00am Welcome from the International Peer Mentors
10:00 - 10:05am Health & Safety
10:05 - 10:40am Immigration Regulations
10:40 - 10:45am Immigration Quiz Game
10:45 - 11:00am Immigration Learning Assessment & Evaluation
11:00 - 11:10am Your Rights and Responsibilities
11:10 - 11:30am The American Classroom
11:30 - 11:40am Reminders & Thank you
11:40am - 12:00pm Questions and Answers
                                Meet the International Peer Mentors
                                Resource Fair
International Student & Scholar Services
Spring 2014
IMMIGRATION ORIENTATION

*All new & transfer International Students are REQUIRED to attend*

Friday, January 3, 2014
@ 9AM—12PM, in WUC 155
* Breakfast will be served at 8:30AM
 Panther Premier
Events and Catering

Customer Information
- First Name: Ariel
- Last Name: Ortiz
- Organization/Department: International Student & Scholar Services
- Email: ariortiz@fiu.edu
- Phone: 65813
- Office Location: wuc 363
- Fax: Ramirez
- Tax Exempt: True
- Exempt Info: FIU

Delivery / Pickup Information
- Select Ordering Option: Panther Premier Events and Catering
- Method: Delivery to BBC Campus
- Delivery Contact: Ariel Ortiz
- Department/Organization: International Student & Scholar Services
- Delivery Phone: 65813
- Event Name: International Breakfast
- Building: WUC
- Room #: 155

Payment Information
- Payment Type: Purchase Order
- Purchase Order Number: xxxxx

Event Information
- Guest Count: 60
- Pick-up/Delivery Date: Friday, 1/3/2014
- Room Availability Time: 8:00 AM
- Set By Time: 8:30 AM
- Event Start Time: 9:00 AM
- Event End Time: 12:00 PM

FOOD
<table>
<thead>
<tr>
<th>Hot Breakfast</th>
<th>Qty.</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scrambled Eggs and Cheese</td>
<td>40</td>
<td>$8.99</td>
<td>$359.60</td>
</tr>
<tr>
<td>Crispy Bacon</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Home Fries</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fruit Platter</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coffee &amp; Tea</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Iced Water**

<table>
<thead>
<tr>
<th>SERVICE ITEMS</th>
<th>Qty.</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Square Linen Tablecloths</td>
<td>5</td>
<td>$7.00</td>
<td>$35.00</td>
</tr>
</tbody>
</table>

Square Linen Tablecloths come in the 2 sizes below and are available in blue, gold, and white.
- (5) 85" x 85"
  - Add $7.00
- Blue (not available for 62" x 62")

---

**Order Summary**

<table>
<thead>
<tr>
<th>Food</th>
<th>Service Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>$359.60</td>
<td>$35.00</td>
</tr>
</tbody>
</table>

* The administrative charge is not intended to be a tip or a gratuity for the benefit of employees.

*Prices reflected on this contract are current as of this date. Current pricing may or may not be honored for future events.

*In the event a refund is issued for any payments made with cards (i.e. credit card, pro card, etc.) Panther Premier Events & Catering will make every effort to expedite the process however the card holder's bank by law has up to 30 days to apply the refund back to the pertaining card.

---

**Order Totals**

- Sub Total: $394.60
- Delivery Charge: $25.00
- Order Total: $419.60

**Payment Summary**

- Payment: Purchase Order | xxxx | 1/8/2014 | -$419.60
- Balance Due: $0.00

---

**Special Instructions**

**Estimate #24437**
Signature Form

Client
Ariel Ortiz
International Student & Scholar Services
3000 N.E. 151 Street
WUC 363
North Miami, FL 33181

Reservation: 6294
Event Name: International Orientation
Status: Confirmed
Phone: (305) 919-4813
Fax: (305) 919-4824
Event Type: FIU Official Orientation
Event Coordinator: John Morris

I acknowledge that I have reviewed the Instructions for Reserving Rooms and Production Equipment Procedures (These can be found in Campus Life, WUC 325, and at wuc.fiu.edu)

I acknowledge that I must return this form within 48 hours to WUC 325 or the event booking will be cancelled.

Print Name

Signature & Date

Advisor Signature & Date

Modesto Maidique Campus Life Signature & Date (When Applicable)

Campus Life Signature & Date

WUC Administration Signature & Date

Friday, January 03, 2014
9:00 AM - 12:00 PM International Orientation (Confirmed) WUC 155
Reserved: 7:30 AM - 1:00 PM
See Diagram for 50

Room Charge:

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$185.00</td>
<td>$185.00</td>
</tr>
</tbody>
</table>

AV Equipment:
- LCD Projector Sanyo (WUC 155) 1 $45.00 $45.00
- Projector Screen (8x8) (WUC 155) 1 $39.00 $39.00

White electric drop down screen for use with projectors.
Portable Powered Speaker
Microphone (Wired)

A microphone that requires an XLR cable.

Setup Notes:
- Banquet style for 50
- 15 Buffet tables outside for resource fair

<table>
<thead>
<tr>
<th></th>
<th>Quantity</th>
<th>Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subtotal</td>
<td></td>
<td></td>
<td>$296.00</td>
</tr>
<tr>
<td>Grand Total</td>
<td></td>
<td></td>
<td>$296.00</td>
</tr>
</tbody>
</table>
Ricoh BBC  
3000 NE 151st Street WUC 136  
North Miami, FL 33181  
305-919-4444  

Invoice#: 20064  Clerk: EDWARD  
01/02/2014 15:51

<table>
<thead>
<tr>
<th>Description</th>
<th>SKU#</th>
<th>Price</th>
<th>Qty</th>
<th>ExtPrice</th>
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</thead>
<tbody>
<tr>
<td>Misc No Tax</td>
<td>99999990</td>
<td>1.00</td>
<td>25</td>
<td>25.20</td>
</tr>
</tbody>
</table>

Sub-Total: $25.20  
Sales Tax: $0.00  
Total: $25.20  

CCard Charge: $25.20
# of students signed in:
# of evaluations completed: 17

Undergraduate: 3
Graduate: 13
Other: 1

Majors:

<table>
<thead>
<tr>
<th>Business</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Science</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Engineering</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hospitality/ Hospitality Management</td>
<td>16</td>
<td></td>
</tr>
<tr>
<td>Human Resources</td>
<td></td>
<td></td>
</tr>
<tr>
<td>International Relations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Journalism/Mass Comm.</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Marketing</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Questions:

1. I received appropriate information about F-1 Student policies and Procedures at FIU

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>14</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
<td>3</td>
</tr>
<tr>
<td>Neutral</td>
<td></td>
</tr>
<tr>
<td>Disagree</td>
<td></td>
</tr>
<tr>
<td>Strongly Disagree</td>
<td></td>
</tr>
</tbody>
</table>

2. Information was presented in an effective and organized manner.

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>12</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
<td>5</td>
</tr>
<tr>
<td>Neutral</td>
<td></td>
</tr>
<tr>
<td>Disagree</td>
<td></td>
</tr>
<tr>
<td>Strongly Disagree</td>
<td></td>
</tr>
</tbody>
</table>
3. I feel more knowledgeable about Immigration Regulations

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
<td>6</td>
</tr>
<tr>
<td>Neutral</td>
<td></td>
</tr>
<tr>
<td>Disagree</td>
<td></td>
</tr>
<tr>
<td>Strongly Disagree</td>
<td></td>
</tr>
</tbody>
</table>

4. The ISSS Staff made me feel welcome at FIU

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
<td>6</td>
</tr>
<tr>
<td>Neutral</td>
<td></td>
</tr>
<tr>
<td>Disagree</td>
<td></td>
</tr>
<tr>
<td>Strongly Disagree</td>
<td></td>
</tr>
</tbody>
</table>

5. The ISSS Staff appropriately addressed my questions in a professional and courteous manner.

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
<td>4</td>
</tr>
<tr>
<td>Neutral</td>
<td></td>
</tr>
<tr>
<td>Disagree</td>
<td></td>
</tr>
<tr>
<td>Strongly Disagree</td>
<td></td>
</tr>
</tbody>
</table>

Comments/Suggestions:

😊

Perfect!

Everything was very helpful.
Event Audit Report

Organization/Department: International Student & Scholar Services

Representatives Name: Andre Dawson  Position: Coordinator

Phone: 3059195813  Advisor: 

Event: Trip to Jungle Island/Bayside

Date: 2/15/2014  Time: 10am  Location: WUC 244B Ballrooms

Attendance (please attach sign-in sheet)  SGC Financial Support

Students: 62  Community:  Opening Balance: $2,207.68
Faculty/Staff: 8  Total: 70  Amount Spent: $1,138.97

Closing Balance: $1,068.71

What was the purpose of this event? Was that purpose accomplished?

Students were allowed to take a trip to a zoological park (Jungle Island) to tour the facilities and learn about the animals from around the globe as well as conservation awareness. They then went to Bayside Marketplace for shopping/lunch.

What was positive about this event? Why?

The event allowed students to meet and interact with exotic creatures they might not have seen otherwise, as well as to see one of Miami's most popular and famous tourist destinations. They enjoyed themselves and took lots of pictures.

What was negative about this event? Why?

Students mentioned that their time at Bayside was a little short, so it is possible if we do that again we would extend the time to allow them to shop/eat.

Should this event be done again next year?

The event should definitely be repeated it was very successful.

Please attach any articles, flyers, or photos.

Signature:  Date: 3/10/2014

Advisor's Signature:  Date: 

Biscayne Bay Campus, WUC 301, North Miami 33181  •  (305) 919-5680  •  Fax: (305) 919-4060  •  sgabbc.fiu.edu

Revised November 2011
FREE Trip to Jungle Island & Bayside Marketplace

Jungle Island is an interactive zoological park where you can see & meet some of nature's most amazing creatures!!

Spend the day with exotic animals then enjoy an afternoon of shopping at Bayside!

Date: Saturday, February 15th, 2014
Time: 10:00AM – 4:00PM
Location: FIU Bus Stop
Bus will leave FIU at 10AM and be back at FIU campus by 4PM

Tour Cost is FREE!!! (Just bring money for lunch & Shopping at Bayside)

For questions please contact:
The ISSS Office at 305-919-5813

Register Today @ ISSS Office (WUC 363) or BVH Front Desk

SPACE IS LIMITED!!!
Trip To Jungle Island & Bayside Photos
### 1. Did you attend the Jungle Island/Bayside Marketplace Trip on 2/15/2014?

<table>
<thead>
<tr>
<th>#</th>
<th>Answer</th>
<th>Response</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Yes</td>
<td>17</td>
<td>94%</td>
</tr>
<tr>
<td>2</td>
<td>No</td>
<td>1</td>
<td>6%</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>18</td>
<td>100%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Statistic</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Min Value</td>
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</tr>
<tr>
<td>Max Value</td>
<td>2</td>
</tr>
<tr>
<td>Mean</td>
<td>1.06</td>
</tr>
<tr>
<td>Variance</td>
<td>0.06</td>
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<tr>
<td>Standard Deviation</td>
<td>0.24</td>
</tr>
<tr>
<td>Total Responses</td>
<td>18</td>
</tr>
</tbody>
</table>

### 2. Where did you sign-up for the Trip?

<table>
<thead>
<tr>
<th>#</th>
<th>Answer</th>
<th>Response</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Bay Vista</td>
<td>5</td>
<td>36%</td>
</tr>
<tr>
<td></td>
<td>Housing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>ISSS Office</td>
<td>9</td>
<td>64%</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>14</td>
<td>100%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Statistic</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Min Value</td>
<td>1</td>
</tr>
<tr>
<td>Max Value</td>
<td>2</td>
</tr>
<tr>
<td>Mean</td>
<td>1.64</td>
</tr>
<tr>
<td>Variance</td>
<td>0.25</td>
</tr>
<tr>
<td>Standard Deviation</td>
<td>0.50</td>
</tr>
<tr>
<td>Total Responses</td>
<td>14</td>
</tr>
</tbody>
</table>

### 3. How did you hear about the trip?

<table>
<thead>
<tr>
<th>#</th>
<th>Answer</th>
<th>Response</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Email</td>
<td>2</td>
<td>14%</td>
</tr>
<tr>
<td>2</td>
<td>Friend</td>
<td>5</td>
<td>36%</td>
</tr>
<tr>
<td>3</td>
<td>Housing</td>
<td>4</td>
<td>29%</td>
</tr>
<tr>
<td>4</td>
<td>ISSS Office</td>
<td>2</td>
<td>14%</td>
</tr>
<tr>
<td>5</td>
<td>Other (please specify)</td>
<td>1</td>
<td>7%</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>14</td>
<td>100%</td>
</tr>
</tbody>
</table>

Other (please specify)
Campus Life calendar
### 4. Did this trip meet your expectations?

<table>
<thead>
<tr>
<th>#</th>
<th>Answer</th>
<th>Response</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Yes</td>
<td>14</td>
<td>100%</td>
</tr>
<tr>
<td>2</td>
<td>No (why not?)</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>14</td>
<td>100%</td>
</tr>
</tbody>
</table>

### 5. What did you like about the trip?

**Text Response**
- Having a great time with students and friends.
- Nice Animals
- free tickets
- location
- interesting
- Location and transportation
- Every!!!
- It was well organized!
- Convenience
- Spending quality time with my friends from school
- Everything was very well organized, the trip itself was great. It is just too bad that when we went to Bayside Market place, time was limited due to the long wait on food service.
- it was all a pleasing and excited experience
- Everything
- The whole idea and how it was free

### Statistic Values

<table>
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<th>Value</th>
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</thead>
<tbody>
<tr>
<td>Min Value</td>
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</tr>
<tr>
<td>Max Value</td>
<td>5</td>
</tr>
<tr>
<td>Mean</td>
<td>2.64</td>
</tr>
<tr>
<td>Variance</td>
<td>1.32</td>
</tr>
<tr>
<td>Standard Deviation</td>
<td>1.15</td>
</tr>
<tr>
<td>Total Responses</td>
<td>14</td>
</tr>
</tbody>
</table>
6. Did you dislike anything about the trip? Any suggestions for improvements?

Text Response

NA
no
no, it was perfect
don't have enough time to shop
no
the trip is great!
None
Not enough time at Bayside for both eating lunch and shopping/walking/looking around
None
The time constraints at Bayside. It felt rushed
Overall, great! And staff was friendly.
no
None
such a short amount of time to spend looking. I am glad we didn't take the bus

Statistic | Value
---|---
Total Responses | 14

7. Would you recommend this trip to other students?

<table>
<thead>
<tr>
<th>#</th>
<th>Answer</th>
<th>Response</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Yes</td>
<td>14</td>
<td>100%</td>
</tr>
<tr>
<td>2</td>
<td>No</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>14</td>
<td>100%</td>
</tr>
</tbody>
</table>

Statistic | Value
---|---
Min Value | 1
Max Value | 1
Mean | 1.00
Variance | 0.00
Standard Deviation | 0.00
Total Responses | 14
8. Other Comments/Suggestions:

<table>
<thead>
<tr>
<th>Text Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Keep doing it!</td>
</tr>
<tr>
<td>N/A</td>
</tr>
</tbody>
</table>

A future trip to the Fort Lauderdale Museum of Discovery & Science, which has exciting exhibits and documentaries shown in the biggest movie screen in South Florida (5-story IMAX screen). The River Walk is right across for a boat ride as well through the Venice of America (Riverfront Cruises).

Thank you for the trip and allowing my guests to also come. We enjoyed it! Please continue to keep it open like this!

A group time together could have added to the experience, e.g., a bring and share lunch time longer amount of time to be at jungle island and bayside

<table>
<thead>
<tr>
<th>Statistic</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Responses</td>
<td>6</td>
</tr>
</tbody>
</table>
Thank you for selecting Jungle Island for your group’s destination. In order to ensure a high-quality experience, please REVIEW the following information.

**School/Group Name:** FIU (Biscayne Bay/North Campus)

**Head Teacher:** Andre Dawson

3000 NE 151 ST

WUC 363

North Miami, FL 33181

**Date of Visit:** 02/15/14

**Order Number:** 87320

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Ticket Description</th>
<th>Unit Price</th>
<th>Total Price</th>
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</thead>
<tbody>
<tr>
<td>62</td>
<td>WEEKEND CHAPERONE</td>
<td>12.00</td>
<td>744.00</td>
</tr>
<tr>
<td>8</td>
<td>WEEKEND CHAPERONE FREE</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>VISA</td>
<td></td>
<td>-744.00</td>
</tr>
</tbody>
</table>

Jungle Island opens daily at 10am!

Groups should arrive no earlier than 9:30am.

Visit www.jungleisland.com to view show times (subject to change)

**REMEMBER:**

- If you need to adjust any ticket quantities or if you need to reschedule/cancel your field trip, please contact the Education Department at 305-400-7242 or 305-400-7221.

- All changes to pre-ordered items (lunches, goodie bags, or photos) must be made 72 hours in advance. No cancellations of pre-ordered items can be made the day of your field trip. NO EXCEPTIONS!

- Upon arrival, please have an accurate count of all students and chaperones before proceeding to the field trip check-in window.

  - Payment can be made in the form of school check, company check, cashier’s check, credit card or money order. If, you need to pay by purchase order or cash, please notify us ahead of time.

  - Please make checks payable to: Jungle Island

  - Tax exempt facilities must provide a valid tax exemption certificate prior to arrival.

  - There can only be one transaction for the entire group. The head chaperone is responsible for collecting payment from group members prior to arrival. Any additional adults or students not included in the original transaction will be charged full-admission at the regular ticketing window. NO EXCEPTIONS!

- It is your group’s responsibility for the lunch area as well as:

  - Students/Youth must be zipped up before entering the lunch area.

  - There are no rain-checks. Only rain gear will be provided.

**EDUCATION DEPARTMENT:**

**LOCATION & DIRECTIONS:**

South Beach) From I-95: Take the bridge. From Miami Beach Trail.

**BUS DROP-OFF AND PICK-UP:**

Drop-off information will be provided.
ADT Transportation, Inc.

© Wednesday at 6:56pm

$380.00

1 Item

2/15/14 invoice 7857 2 Buses FIU Biscayne to Bayside & Jungle island

Total $380.00

Visa 0374

VISIT US IN
Miami Gardens, FL 33055
(305) 625-7710

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Event Audit Report

Organization/Department: International Student & Scholar Services
Representatives Name: Andre Dawson Position: Coordinator
Phone: 3059195813 Advisor:

Event: International Photo Contest Reception
Date: 2/26/2014 Time: 3pm Location: WUC 244B Ballrooms

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students: 60 Community: 2</td>
<td>Opening Balance: $1066.86</td>
</tr>
<tr>
<td>Faculty/Staff: 20 Total: 82</td>
<td>Amount Spent: $729.77</td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished?

The International Photo Contest allows students to express culture, identity, and world-view through the use of photography.

What was positive about this event? Why?

The event was well attended, estimated food for 60, had 82 participants, attendees also participated in viewer’s choice of their favorite photos using slide shows in a gallery style setting.

What was negative about this event? Why?

N/A

Should this event be done again next year?

The event should definitely be repeated as a part of the Affair of the Arts Week

Please attach any articles, flyers, or photos.

Signature: [Signature] Date: 3/18/14

Advisor’s Signature: [Signature] Date: [Signature]
INTERNATIONAL PHOTO CONTEST RECEPTION

JOIN US!
Enjoy pictures from around the world, pick your favorites, and see the winners from the Sixth Annual International Photo Contest revealed!

REFRESHMENTS WILL BE SERVED

FIU SPC
6th Annual International Photo Contest Reception - Spring 2014

Wednesday, February 26th, 2014

Evaluation Summary

Number of Students signed-in: 82

Number of Evaluations completed: 22

Undergraduate Student (14)
Graduate Student (4)
Faculty/Staff (2)
Other (2)
Majors

![Bar chart showing Majors]

How did you hear about this program?

![Bar chart showing how students heard about the program]

Other:
1. Did the event meet your expectations?

![Bar Chart]

- Yes (19)
- No (1)
- No Answer (2)

2. Why or why not?

- Yes, the photography was beautiful.
- Yes, because it was nice.
- Yes, because it was decorated nicely, food was provided, and it was an opportunity for any photography to submit international pictures.
- Yes, very interesting.
- Yes it did, the pictures were spectacular.
- Yes, it was so great viewing all of the entries. I wish I could have voted for all of them.
- Yes, the pictures all looked original, professional & unique.
- Yes it did. It was nice. The photos were beautiful.
- Yes, the way the pictures were posted was nice, especially the table with the past year’s finalists. The food was great.
- Yes, exactly what was described.
- Yes, beautiful displayed photos.
- Yes, great event something different.
- Yes it did, it was very elegant, well organized & the pictures were beautiful.
- Yes, it was great seeing all the entries.
- Yes, maybe put it down stairs to get more people to see the photos.
- Yes, it was well organized and the pictures were beautifully displayed.
- Not really wasn’t much to it.
- Put a closed timeframe of when the photos can be taken (ex. Photos can be taken only in past year). I didn’t expect photos from 2009.
- Some of the photos were not really representative of a “culture”, exactly. It was a lovely event, however.
3. Would you recommend this program to other students?

![Bar Chart]

**Other Comments/ Program Suggestions:**

- Good food
- All of the photos were beautiful. I’m so glad FIU has this contest. It really shows the diversity of our students.
- Introduce your country day.
- Support FIU Affair of the Arts!
- International/ Geography Trivia Day
- The voting rules were not clear. Some people voted for the 2013 winners instead of the 2014 submissions. Could we vote for photos on the slideshow? Or just those printed out?
OfficeMax
OfficeMax #224
12255 BISCAYNE BLVD
NORTH MIAMI, FL 33181
(305) 893-2854

0224 09 8270 02/25/14 09:19:28 PM

SALE

998100000955
Color FS Ltr Gls Coat CVR
Qty 30 @ $0.69 $20.70

998100002362
Cust Assem Per Minute
Qty 10 @ $0.45 $4.50

SubTotal $25.20
TOTAL $25.20

VISA $25.20
Card number: XXXXXXXXXXXX0374
Authorization 087544

Tax Exempt ID: 000644040011

21692-00043-05240-0020-60107-00820

Tell us about your shopping experience and get $5 off your next $25 purchase. Visit officemaxfeedback.com and enter the following Survey Code:

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ORDER BY WEB www.officemax.com

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or Funds

ational University• ISSS
iss Office WUC 141
3223 • Fax: (305) 919-5771
BMITTED 3 WEEKS IN ADVANCE

Funds

MIAMI 1 FL 33199

OFFICE USE ONLY

02/26/2014 09:30:28

Funds

nstitution/Department Information

Department Name: ISSS

Requestor's Name: Andre Dawson

Position in organization: Coordinator

Address or Rm. #: WUC 363

Phone: 305-919-5813

Email: adawson@fiu.edu

I HAVE READ THE SGA FINANCE CODE X (Please place check mark on line)

Please explain how the money will be used:

To purchase cutting of the color photo prints of the finalists and winners of the 5th annual International Photo Contest

Club/Organization Signatures

(Person requesting funds) Organization Representative:

Requestor

Date: 3/4/14

Director of ISSS

Date:

Director of Campus Life

Revised 07/12
Panther Premier Events and Catering

Food

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicken Empanadas (hot)</td>
<td>3</td>
<td>$45.00</td>
<td>$135.00</td>
</tr>
<tr>
<td>Cuban Pastelitos (Per dozen)</td>
<td>5</td>
<td>$17.00</td>
<td>$85.00</td>
</tr>
<tr>
<td>Cheese Platter</td>
<td>1</td>
<td>$75.00</td>
<td>$75.00</td>
</tr>
<tr>
<td>Fruit Platter</td>
<td>1</td>
<td>$55.00</td>
<td>$55.00</td>
</tr>
</tbody>
</table>

Beverages

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sparkling Pineapple and Cranberry Punch - per 2 gallons</td>
<td>2</td>
<td>$41.50</td>
<td>$83.00</td>
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</tbody>
</table>

Order Summary

<table>
<thead>
<tr>
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<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food</td>
<td>$350.00</td>
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<tr>
<td>Beverages</td>
<td>$83.00</td>
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</table>

Order Totals

<table>
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<tbody>
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<tr>
<td>Delivery Charge</td>
<td>$64.93</td>
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<td>$497.95</td>
</tr>
<tr>
<td>Balance Due</td>
<td>$497.95</td>
</tr>
</tbody>
</table>
Bill To
FLORIDA INTERNATIONAL UNIVERSITY
INTERNATIONAL STUDENTS

ORVIEITO'S AWARDS & MORE
1123 N. E. 163 ST.
NORTH MIAMI BEACH, FL 33162
305-949-8098
305-949-1289 FAX
marcia@orvietosawards.com
Fax # 305-949-1289
www.orvietosawards.com

02/10/2014

Ship To

ORVIETOS TROPHIES AWARDS
1123 NE 163RD STREET
NORTH MIAMI BEACH, FL 33163
(305) 949-9599

FLORIDA INTERNATIONAL UNIVERSITY
INTERNATIONAL STUDENTS

Ship Via P.O. Number Term
2/24/2014 PICK UP

Quantity Item Code Description Price Each Amount
6 RFS210SG CAMERA RESIN AS/GOLD 4 1/2" 21.75 130.50

Sales Tax (7.0%) $0.00

Total $130.50

Payments/Credits $-130.50

Balance Due $0.00

Marcia@orvietosawards.com

ORVIETOSAWARDS.COM
Event Audit Report

Organization/Department: International Student & Scholar Services

Representatives Name: Ariel Ortiz  
Position: Asst. Dir.

Phone: 6-5813  
Advisor: Ariel Ortiz

Event: Florida International Leadership Conference

Date: 2/7 - 2/9/14  
Time: Weekend  
Location: Orange Springs, FL

Attendance (please attach sign-in sheet)

Students: 6  
Faculty/Staff: 2  
Total: 8

SGC Financial Support

Opening Balance: $1000.00

Amount Spent: $1,381.59

Closing Balance: $(381.59)

What was the purpose of this event? Was that purpose accomplished?

Yes, International & Study Abroad students had an opportunity to learn, enhance their leadership skills and team building, share educational experiences and promote Global education.

What was positive about this event? Why?

See attached evaluation.

What was negative about this event? Why?

See attached evaluation.

Should this event be done again next year?

Yes, Students greatly benefit from the conference & gain leadership skills.

Please attach any articles, flyers, or photos.

Signature:  
Date: 03/18/2014

Advisor’s Signature:  
Date: 03/18/2014
Hello Ariel

To print this report, please use your browser's print feature.

Print expense report and fax with supporting original receipts to (305) 348-1355.

PeopleSoft

Expense Report

Ariel Ortiz

Report Date: 02/13/2014 10:57:55AM

Status: Pending

Description: Florida Int'l Leadership Conf.

Business Purpose: Conference

Comment:
Dulanga Abeysirigunawardena, Student - 4876268
Carla Marcano, Student - 3784215
Liudmila Katsiak, Student - 4025111

<table>
<thead>
<tr>
<th>Date</th>
<th>Expense Type</th>
<th>Location</th>
<th>Amount</th>
<th>Currency</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/07/2014</td>
<td>Domestic Registration</td>
<td>Florida, Gainesville</td>
<td>570.00</td>
<td>USD</td>
</tr>
<tr>
<td>02/07/2014</td>
<td>Domestic Auto Rental</td>
<td></td>
<td>165.45</td>
<td>USD</td>
</tr>
<tr>
<td>02/07/2014</td>
<td>Fuels and Gasoline</td>
<td></td>
<td>239.65</td>
<td>USD</td>
</tr>
<tr>
<td>02/07/2014</td>
<td>Domestic Meals</td>
<td></td>
<td>168.44</td>
<td>USD</td>
</tr>
</tbody>
</table>

Employee Report Totals

Employee Expenses: 1,143.540
Non-Reimbursable Expenses: 738.440
Prepaid Expenses: 0.000
Employee Credits: 0.000
Vendor Credits: 0.000
Cash Advances Applied: 0.000

Total Due Employee: 405.100
Total Due Vendor: 0.000

I certify that the information provided above is an accurate record of expenses incurred.

Signature: Ariel Ortiz
Date: 2/13/2014
## Approve Expense Report

### Submit Confirmation

<table>
<thead>
<tr>
<th>Ariel Ortiz</th>
<th>User Defaults</th>
<th>Report ID: 0000279045</th>
</tr>
</thead>
</table>

**Report Information**

- **Report Description:** Florida Int'l Leadership Conf.
- **Business Purpose:** Conference
- **Report Status:** Submitted for Approval
- **Default Location:** Florida/Gainesville
- **Accounting Date:** 02/13/2014
- **Accounting Template:** STANDARD

**Expense Line Items**

<table>
<thead>
<tr>
<th>Expense Type</th>
<th>Date</th>
<th>PC Business Unit</th>
<th>Project</th>
<th>Activity</th>
<th>Reimburse Amt</th>
<th>Currency</th>
<th>Approve Expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Registration</td>
<td>02/07/2014</td>
<td></td>
<td></td>
<td></td>
<td>570.00 USD</td>
<td>USD</td>
<td>✔</td>
</tr>
<tr>
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<td>02/07/2014</td>
<td></td>
<td></td>
<td></td>
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<td>✔</td>
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</tr>
<tr>
<td>Domestic Meals</td>
<td>02/07/2014</td>
<td></td>
<td></td>
<td></td>
<td>168.44 USD</td>
<td>USD</td>
<td>✔</td>
</tr>
</tbody>
</table>

**Expense Report Totals**

- **Employee Expenses:** 1,143.54 USD
- **Non-Reimbursable Expenses:** 738.44 USD
- **Prepaid Expenses:** 0.00 USD
- **Employee Credits:** 0.00 USD
- **Vendor Credits:** 0.00 USD
- **Cash Advances Applied:** 0.00 USD

**Pending Actions**

<table>
<thead>
<tr>
<th>Profile</th>
<th>Name</th>
<th>Action</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expense Manager</td>
<td>(Pooled)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prepay Auditor</td>
<td>(Pooled)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Action History</th>
<th>Name</th>
<th>Action</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ortiz, Ariel</td>
<td>Submitted</td>
<td></td>
<td>02/13/2014 3:27:34PM</td>
</tr>
</tbody>
</table>

**Comments**

- Approved 2/14/14

---

**Budget Status:** Valid

Budget Checking completed. Report is ready for Approval/Posting.
Hello Andre

To print this report, please use your browser's print feature.
Print expense report and fax with supporting original receipts to (305) 348-1355.

PeopleSoft
Expense Report

Andre Dawson
Empl ID: 1335447

<table>
<thead>
<tr>
<th>Date</th>
<th>Expense Type</th>
<th>Merchant</th>
<th>Location</th>
<th>Amount</th>
<th>Currency</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/07/2014</td>
<td>Domestic Registration</td>
<td></td>
<td></td>
<td>95.00</td>
<td>USD</td>
</tr>
</tbody>
</table>

Expense Report Totals

- Employee Expenses: 95.00 USD
- Non-Reimbursable Expenses: 0.00 USD
- Prepaid Expenses: 0.00 USD
- Employee Credits: 0.00 USD
- Vendor Credits: 0.00 USD
- Cash Advances Applied: 0.00 USD

Total Due Employee: 95.00 USD
Total Due Vendor: 0.00 USD

I certify that the information provided above is an accurate record of expenses incurred.

Employee Signature: [Signature]
Date: 2/13/14

Approved By: [Signature]
Date: 2/13/14
March 18, 2014

Receipt still missing for additional student late conference registration fee at $115.00. This amount is already included in the report. We are still waiting to be charged for this amount and we will submit it to the Controller’s Office along with the toll receipt charges on the supplemental expense report.

Ariel Ortiz
305-919-5813
Subject: Your payment to Florida Association of International Educators

You sent a payment of $95.00 USD to Florida Association of International Educators.

Hello Ariel Ortiz,

This charge will appear on your credit card statement as payment to PAYPAL *FLORIDAASSO.

Save time with a PayPal account

Create a PayPal account and save your payment information. You won't need to enter your payment information every time you shop online.

Complete your account setup

You can complete your account setup in a few steps

Merchant information:
Florida Association of International Educators
florida.faie@gmail.com
http://www.faie.org

Instructions to merchant:
For the cost of registration for Andre Dawson

Shipping information

Shipping method Not specified

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit price</th>
<th>Qty</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014 FILC Leadership Conference Registration</td>
<td>$95.00 USD</td>
<td>1</td>
<td>$95.00 USD</td>
</tr>
</tbody>
</table>

Total: $95.00 USD

Receipt No: 2666-2089-2124-6104

Please keep this receipt number for future reference. You'll need it if you contact customer service at Florida Association of International Educators or PayPal.
Ariel Ortiz

Sent: Friday, January 17, 2014 10:35 AM
To: Ariel Ortiz
Subject: Your payment to Florida Association of International Educators

You sent a payment of $95.00 USD to Florida Association of International Educators.

Hello Ariel Ortiz,

This charge will appear on your credit card statement as payment to PAYPAL *FLORIDAASSO.

Save time with a PayPal account
Create a PayPal account and save your payment information. You won't need to enter your payment information every time you shop online.

Merchant information:
Florida Association of International Educators
florida.faie@gmail.com
http://www.faie.org

Instructions to merchant:
For the cost of registration for Ana Cristina Coronel

Shipping information
Shipping method
Not specified

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit price</th>
<th>Qty</th>
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<td>$95.00 USD</td>
</tr>
<tr>
<td>Item #: FILC2014</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total: $95.00 USD

Receipt No: 3203-6551-3523-6107
Please keep this receipt number for future reference. You'll need it if you contact customer service at Florida Association of International Educators or PayPal.
Ariel Ortiz

From:
service@paypal.com

Sent:
Friday, January 17, 2014 10:45 AM

To:
Ariel Ortiz

Subject:
Your payment to Florida Association of International Educators

You sent a payment of $95.00 USD to Florida Association of International Educators.

Hello Ariel Ortiz,

This charge will appear on your credit card statement as payment to PAYPAL *FLORIDAASSO.

Save time with a PayPal account

Create a PayPal account and save your payment information. You won’t need to enter your payment information every time you shop online.

Sign Up Now

Merchant information:
Florida Association of International Educators
florida.faie@gmail.com
http://www.faie.org

Instructions to merchant:
For conference registration of Liudmila Katsiak (FIU BBC)

Shipping information

Shipping method
Not specified

<table>
<thead>
<tr>
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</tr>
<tr>
<td>Item #: FILC2014</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total: $95.00 USD

Receipt No: 4077-6801-1968-4982
Please keep this receipt number for future reference. You’ll need it if you contact customer service at Florida Association of International Educators or PayPal.

help Center | Security Center
Ariel Ortiz

service@paypal.com

Sent: Friday, January 17, 2014 11:34 AM
To: Ariel Ortiz
Subject: Your payment to Florida Association of International Educators

Hello Ariel Ortiz,

This charge will appear on your credit card statement as payment to PAYPAL *FLORIDAASSO.

Save time with a PayPal account
Create a PayPal account and save your payment information. You won't need to enter your payment information every time you shop online.

Complete your account setup
You can complete your account setup in a few steps

Merchant information:
Florida Association of International Educators
florida.faie@gmail.com
http://www.faie.org

Instructions to merchant:
For the cost of registration for Ariel Ortiz FIU Biscayne Bay Campus

Shipping information
Shipping method
Not specified

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit price</th>
<th>Qty</th>
<th>Amount</th>
</tr>
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<td>$95.00</td>
</tr>
<tr>
<td>Item #: FILC2014</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total: $95.00 USD

Receipt No: 3402-8611-2080-1447
Please keep this receipt number for future reference. You'll need it if you contact customer service at Florida Association of International Educators or PayPal.

Help Center | Security Center
You sent a payment of $95.00 USD to Florida Association of International Educators.

Hello Ariel Ortiz,

This charge will appear on your credit card statement as payment to PAYPAL *FLORIDAASSO.

Save time with a PayPal account
Create a PayPal account and save your payment information. You won't need to enter your payment information every time you shop online.

Merchant information:
Florida Association of International Educators
florida.faie@gmail.com
http://www.faie.org

Instructions to merchant:
For the cost of registration for Carla Marcano
Carreno FIU Biscayne Bay Campus

Shipping information
Shipping method
Not specified

<table>
<thead>
<tr>
<th>Description</th>
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</tr>
<tr>
<td>Item #: FILC2014</td>
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<td></td>
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</tr>
<tr>
<td>Total:</td>
<td></td>
<td></td>
<td>$95.00</td>
</tr>
</tbody>
</table>

Receipt No: 5560-6662-4769-1842
Please keep this receipt number for future reference. You'll need it if you contact customer service at Florida Association of International Educators or PayPal.
You sent a payment of $95.00 USD to Florida Association of International Educators.

Hello Ariel Ortiz,

This charge will appear on your credit card statement as payment to PAYPAL *FLORIDAASSO.

Save time with a PayPal account
Create a PayPal account and save your payment information. You won't need to enter your payment information every time you shop online.

Instructions to merchant:
For Conference registration cost of Dulanga Abeysirigunawardena, FIU BBC.

Shipping information

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit price</th>
<th>Qty</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
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<td>1</td>
<td>$95.00 USD</td>
</tr>
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<tr>
<td></td>
<td>Total:</td>
<td></td>
<td>$95.00 USD</td>
</tr>
</tbody>
</table>

Please keep this receipt number for future reference. You'll need it if you contact customer service at Florida Association of International Educators or PayPal.
You sent a payment of $95.00 USD to Florida Association of International Educators.

Hello Ariel Ortiz,

This charge will appear on your credit card statement as payment to PAYPAL *FLORIDAASSO.

Save time with a PayPal account
Create a PayPal account and save your payment information. You won't need to enter your payment information every time you shop online.

Merchant information:
Florida Association of International Educators
florida.faie@gmail.com
http://www.faie.org

Instructions to merchant:
For the cost of registration for 2014 FILC Leadership Conference Registration

Shipping information

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit price</th>
<th>Qty</th>
<th>Amount</th>
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<tbody>
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<td>2014 FILC Leadership Conference Registration</td>
<td>$95.00 USD</td>
<td>1</td>
<td>$95.00</td>
</tr>
</tbody>
</table>

Shipping method
Not specified

Total: $95.00 USD

Receipt No: 0164-8001-8004-2363
Please keep this receipt number for future reference. You'll need it if you contact customer service at Florida Association of International Educators or PayPal.
**Welcome**

**Sales Receipt**

88 888 888888

**Date:** 02/09/14 7:02 PM  
**Invoice #:** 814335  
**Auth #:** 814335  
**VISA**  
**Account Number:** XXXX XXXX XXXX 8815

**Pump Product $/G:**  
02 UNLD $4.799  
07 UNLD $4.799  

<table>
<thead>
<tr>
<th>Gallons</th>
<th>Fuel Total ($</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>5.347</td>
<td>25.66</td>
<td></td>
</tr>
</tbody>
</table>

Choose Shell V-Power every time for performance that excites!

**Thank You**

**Come Back Soon**

---

**Welcome**

**Sales Receipt**

88 888 888888

**Date:** 02/09/14 7:02 PM  
**Invoice #:** 814251  
**Auth #:** 86599D  
**VISA**  
**Account Number:** XXXX XXXX XXXX 8782  

**Pump Product $/G:**  
87 UNLD $3.479  

<table>
<thead>
<tr>
<th>Gallons</th>
<th>Fuel Total ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>11.621</td>
<td>40.43</td>
</tr>
</tbody>
</table>

Choose Shell V-Power every time for performance that excites!

**Thank You**

**Come Back Soon**

---

**Welcome**

**Sales Receipt**

88 888 888888

**Date:** 02/09/14 3:24 PM  
**Invoice #:** 816371  
**Auth #:** 03885D  
**VISA**  
**Account Number:** XXXX XXXX XXXX 8782  

**Pump Product $/G:**  
UNLD $4.799  
87 UNLD $4.799  

<table>
<thead>
<tr>
<th>Gallons</th>
<th>Fuel Total ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>17.712</td>
<td>85.88</td>
</tr>
</tbody>
</table>

Choose Shell V-Power every time for performance that excites!

**Thank You**

**Come Back Soon**
RECEIPT

Rental Agreement Number: 127970916  
Vehicle Number: 64354356

YOUR INFORMATION

ORTIZ, ARIEL  
AVIS DISC:  
STATE OF FLORIDA DEPT MGMT SV  
PAYMENT METHOD: VISA XX8815

YOUR RENTAL

Picked up: MIA  
Date/Time: FEB 07, 2014@06:57AM  
Returned: MIA  
Date/Time: FEB 09, 2014@07:18PM  
Veh Group: 12-Passenger Van  
Veh Charged: 12-Passenger Van  
Vehicle: FORD ECONOLINE WAG.EX  
Odometer Out: 4416  
Odometer In: 5184  
Fuel Reading: Full

YOUR VEHICLE CHARGES

<table>
<thead>
<tr>
<th>3 DYE @ 46.00</th>
<th>138.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>YOUR TIME AND MILEAGE:</td>
<td>138.00</td>
</tr>
</tbody>
</table>

YOUR TAXABLE FEES

| **9.89% FEE | 13.66 |
| CUST FAC CHARGE @ 4.60/DY | 13.80 |

YOUR SUBTOTAL

| TAXABLE SUBTOT | 165.45 |
| TAX .000% | .00 |

YOUR NON TAXABLE ITEMS

| TOTAL CHARGES | 165.45 |
| NET CHARGES | 165.45 |
| YOUR TOTAL DUE: | 0.00 |

AID ON VISA XX8815  
**CONCESSION RECOVERY FEE

THANK YOU FOR RENTING WITH AVIS

Toll Pass inquiries,  
visit www.e-tolls.com  
or call HTA at 1-866-642-2000  
Other inquiries or e-receipt visit  
www.avis.com

or call 305-876-1800
#0718 ORLANDO, FL

********************************************************************
10 Chances to win $1000 Daily.
Plus weekly prizes valued at $1500.
Survey, rules, eligibility, sweepstakes
& previous winners at
www.goldencorral-listens.com
No purchase/survey required to enter.
Sweepstakes sponsored by Empathica Inc.
Across multiple international clients.
Void where prohibited.
SURVEY ENTRY CODE: 8746-70091-01021
Disponible En Espanol
********************************************************************

F-0169 #Party 1
srvck:114 1:49p 02/07/14
TERM 1 POSDRVR

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 LUNCH BUFFET*</td>
<td>68.72</td>
</tr>
<tr>
<td>7 SOFT DRINK*</td>
<td>14.63</td>
</tr>
<tr>
<td>WATER</td>
<td>0.00</td>
</tr>
</tbody>
</table>

Sub Total: 83.35
02/07 1:49p TOTAL: 83.35

VISA AMT-TEND CHANGE TALLY
83.35 83.35 83.35

TAX EXEMPT
TOTAL SALES: 83.35

(Rec:60) Memo: 087126,xxxxxxxxxxxxx0476, 83.35
02/07/14 1:49p

COURTNEY R

Chili's Grill & Bar
St. Lucie #749
2050 N.W.Courtyard Circle
Port St. Lucie, FL34986

Server: Paula
03:14 PM
Table 74/1

SALE

VISA 7340037
Card XXXXXXXXXX0476
Magnetic card present: ORTIZ ARIEL
Card Entry Method: S

Approval: 007420

Amount: $ 85.09
*Suggested Gratuity: $ 15.14
Subtotal W/TIP: $ 100.23
(Adjustment +/-):

= Total: 85.09

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

Thank You!
We Welcome Your Comments
(800) 983-4637
www.chilis.com

*Please feel free to increase or decrease the gratuity amount.

Guest Copy
e-Toll Receipt

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

Customer Name: ARIEL ORTIZ
Rental Agent: Avis
Rental Agreement Number: U127970916
Rental Check-Out: 2/7/2014 6:57:00 AM (MIAMI, FL)
Rental Check-In: 2/9/2014 7:18:00 PM (MIAMI, FL)

CC Type: VISA CARD
CC Number: ************8815

Bill Number: T22009371
Total Cash Tolls: $15.20
eToll Convenience Fee: $0.00 $3.95 per rental day, max $16.75 per rental month
Total Charges: $15.20

Toll Information

<table>
<thead>
<tr>
<th>Toll Date/Time</th>
<th>Transportation Agent</th>
<th>Entry Plaza</th>
<th>Exit Plaza</th>
<th>Vehicle Class</th>
<th>Toll Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/9/2014 6:43:12 PM</td>
<td>Florida Department of Transportation</td>
<td>--</td>
<td>US 41 8TH ST SE/SW</td>
<td>02</td>
<td>$0.77</td>
</tr>
<tr>
<td>2/9/2014 1:47:58 PM</td>
<td>Florida Department of Transportation</td>
<td>--</td>
<td>PORT ST LUCIE</td>
<td>02</td>
<td>$0.40</td>
</tr>
<tr>
<td>2/9/2014 12:02:28 PM</td>
<td>Florida Department of Transportation</td>
<td>--</td>
<td>LEESBURG</td>
<td>02</td>
<td>$3.00</td>
</tr>
<tr>
<td>2/7/2014 3:18:05 PM</td>
<td>Florida Department of Transportation</td>
<td>--</td>
<td>LEESBURG</td>
<td>02</td>
<td>$3.00</td>
</tr>
<tr>
<td>2/7/2014 12:59:55 PM</td>
<td>Florida Department of Transportation</td>
<td>--</td>
<td>THREE LAKES</td>
<td>02</td>
<td>$5.50</td>
</tr>
<tr>
<td>2/7/2014 10:12:26 AM</td>
<td>Florida Department of Transportation</td>
<td>--</td>
<td>CYPRESS CREEK ORT NORTH</td>
<td>02</td>
<td>$1.25</td>
</tr>
<tr>
<td>2/7/2014 9:55:41 AM</td>
<td>Florida Department of Transportation</td>
<td>--</td>
<td>SR 91 GOLDEN GLADES MAIN NB</td>
<td>02</td>
<td>$1.28</td>
</tr>
</tbody>
</table>

Please note, there may be a delay on tolls being posted to your receipt due to a delay of the Transportation Agencies consolidating 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 866-642-2000.
e-Toll Receipt

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

Customer Name: ARIEL ORTIZ
Rental Agent: Avis
Rental Agreement Number: U127970916
Rental Check-Out: 2/7/2014 6:57:00 AM (MIAMI, FL)
Rental Check-In: 2/9/2014 7:18:00 PM (MIAMI, FL)

CC Type: VISA CARD
CC Number: ************8815

Bill Number: T21856077
Total Cash Tolls: $1.00
eToll Convenience Fee: $11.85 $3.95 per rental day, max $16.75 per rental month
Total Charges: $12.85

Toll Information

<table>
<thead>
<tr>
<th>Toll DateTime</th>
<th>Transportation Agent</th>
<th>Entry Plaza</th>
<th>Exit Plaza</th>
<th>Vehicle Class</th>
<th>Toll Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/7/2014 2:57:13 PM</td>
<td>Orlando-Orange County Expressway Authority</td>
<td>--</td>
<td>HIAWAS-M 2</td>
<td></td>
<td>$1.00</td>
</tr>
</tbody>
</table>

Please note, there may be a delay on tolls being posted to your receipt due to a delay of the Transportation Agencies consolidating 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 866-642-2000.
Sponsors

University of West Florida

Insurance For Students

International Center
UNIVERSITY of FLORIDA

2014 FILC Committee

Sara Brake Coordinator & Publications University of West Florida
William Vittetoe Registrar University of West Florida
Alejandra Parra Session Review Nova Southeastern University
Betty Jensen Peer Leaders Tallahassee Community College
Megan Crowley Coffee House University of Florida
Scott Davis Teambuilding Florida State University
Tan Edgerton Recreation/ Free Time INTO University of South Florida
Matrell Everett Alexandria Romanovich Spirit Show Rollins College
Dawn Wharram Jamie Sanchez Valencia College
Kelly Reid Website INTO University of South Florida
Justin Joyce Bonfire Tallahassee Community College
Paula Hentz Photographer Stetson University

Florida International Leadership Conference

February 7–9, 2014
Orange Spring Retreat Center
Orange Springs, Florida
Daily Schedule

FRIDAY
12:30–3 pm  Check-in & assignments of cabins (Dining Hall)
3–4 pm  Meet & Greet—Light Refreshments (Dining Hall)
(Peer Leader Meeting in Classroom at 3:30)
4–5:30 pm  Teambuilding Activities
Tan Edgerton, Florida State University & Peer Leaders
(Lawn / If rain: Gym)
6:15 pm  Welcome-Introduction of Team & Peer Leaders
(Dining Hall)
6:30 pm  Dinner (Dining Hall)
7:45 pm  General SESSION A : Movie Crossing Borders
Moderator: Sara Brake
Advisor
University of West Florida
Clips from “Crossing Borders”: a seventy minute documentary that follows four Moroccan and four American university students as they travel together through Morocco and, in the process of discovering “The Other,” discover themselves. Humor, honesty and a willingness to be challenged all bring individuals closer to each other and the relationships that develop disarm hidden stereotypes. Discussion will be guided on FILC topics.
GYM
9 pm–12 am  Bonfire (Fire pit by lake) and Coffee House (Dining Hall)

SATURDAY
8–9 am  Breakfast (Dining Hall)
9–10:15 am  General Session B — The Key to S.U.C.C.E.S.S.
Emilie Johannsson
Joaquin Bracho
Bing Liu
Tony Mamodaly
Melissa Wedderburn
International Students
Adriana Menke
International Advisor
Cristina Lopez
Career Services
St. Thomas University
Significant Useful Cross-Cultural Experiences Securing Success
The session will begin with a brief presentation of the importance of being aware of the cross-cultural competences learned during the study abroad experience and how these skills and competences become an important asset during a job interview. Following the presentation, the attendees will answer a written self-examination exercise designed to help them think carefully about how living in another country has changed them in significant ways. This exercise will better prepare them for post-graduation employment. Finally, participants will be asked to share with the group the outcome of the exercise and explain how they can apply the identified skills in an interview. DINING HALL

Participating Schools

Broward College
Florida Atlantic University
Florida Gulf Coast University
Florida Intl University — Biscayne Bay
Florida Intl University — Modesto Maidique
Florida State University
Hillsborough Community College—Dale Mabry
INTO University of South Florida
Lynn University
Nova Southeastern University
Palm Beach State College—Boca Raton
University of Central Florida
University of Florida
University of Tampa
University of West Florida
University of Central Florida

St. Thomas University

Thank You!

Nova Southeastern University
Pens/bags
**Schedule (continued)**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>6–7 pm</td>
<td>Dinner (Dining Hall)</td>
</tr>
<tr>
<td>8:30 pm</td>
<td>Swag Swap (Gym)</td>
</tr>
<tr>
<td>9 pm</td>
<td>Spirit Show (Dining Hall)</td>
</tr>
<tr>
<td>11 pm–12 am</td>
<td>Coffee House (Dining Hall)</td>
</tr>
<tr>
<td><strong>SUNDAY</strong></td>
<td></td>
</tr>
<tr>
<td>8 am</td>
<td>Breakfast (Dining Hall)</td>
</tr>
<tr>
<td>9:30 am</td>
<td>Closing Session—Where do we go from here?</td>
</tr>
<tr>
<td></td>
<td>Peer Leaders (Dining Hall)</td>
</tr>
<tr>
<td>10:30 am</td>
<td>Evaluations (Dining Hall)</td>
</tr>
<tr>
<td>11 am</td>
<td>Check out, leave for home</td>
</tr>
</tbody>
</table>

**Session Descriptions**

**SATURDAY**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:15–10:30 am</td>
<td><strong>GROUP PHOTO</strong> (Must wear conference t-shirt!) Next to Dining Hall by the lake</td>
</tr>
<tr>
<td>10:40–11:55 am</td>
<td><strong>BREAKOUT SESSION I</strong></td>
</tr>
<tr>
<td>Andrea Harris</td>
<td><strong>Culture Clash</strong> It's Game Time! Come develop your cross-cultural competency by playing an easy-to-learn game, guaranteed to put you at a loss for words. This session will include a fun activity and follow-up discussion containing many takeaways for how to best approach intercultural communication and integration. GYM</td>
</tr>
<tr>
<td>Jill Ranaivoson</td>
<td><strong>Social Intelligence</strong> Similar to the Intelligence Quotient (IQ and EQ tests), Social Intelligence Quotient (SQ) can be measured. In the session, the term social intelligence will be presented and its essential links to leadership will be explained and various theories will be introduced. The session will involve a social experiment, allowing participants to interact with each other and they can share initial thought about each other; then, they can have an individual questionnaire to know their SQ scores. GYM</td>
</tr>
<tr>
<td>Andrea Harris</td>
<td><strong>Riding The Wave of Culture Shock</strong> Most people have at least heard of culture shock, but typically have a limited idea of what it truly entails. This interactive presentation will not only prompt an honest discussion but also an enlightening perspective on the management of this experience. We will explore the reasons behind this inevitable emotional and mental rollercoaster as well as the potential outcomes and coping strategies to ensure that time abroad is not only productive on an academic level, but also provides personal enrichment and fulfillment. DINING HALL</td>
</tr>
</tbody>
</table>

**Peer Leaders**

- **Esmail Albassal**
  - Florida Atlantic University
  - Egypt

- **Ammar Bahasan**
  - Florida International University
  - Saudi Arabia

- **Isabela Dorneles**
  - Florida State University
  - USA/Brazil

- **Nate Rubin**
  - Florida State University
  - Turkey

- **Roberto Garcia**
  - Santa Fe Community College
  - Egypt

- **Didem Kilic**
  - St. Thomas University
  - Venezuela

- **Marcelo Del Vecchio**
  - Tallahassee Community College
  - Colombia/USA

- **Sheng Yi Liu**
  - University of Central Florida
  - Dominican Republic

- **Taranjeet Singh Bhatia**
  - University of Central Florida
  - Saudi Arabia

- **Zhihui Lu**
  - University of South Florida
  - China

**GROUP PHOTO** (Must wear conference t-shirt!)
Next to Dining Hall by the lake

**BREAKOUT SESSION I**

**Culture Clash**
It's Game Time! Come develop your cross-cultural competency by playing an easy-to-learn game, guaranteed to put you at a loss for words. This session will include a fun activity and follow-up discussion containing many takeaways for how to best approach intercultural communication and integration. GYM
Session Descriptions

BREAKOUT SESSION I
1:10—2:20 pm
Hunter Hamrick
Student
Florida State University

T.E.A.M. — Together Everyone Achieves More
T.E.A.M. is a session that places an emphasis on the importance of teamwork and why good leaders must have the ability to work with others. In the presentation, we will look at the similarities between famous figures such as Barack Obama, Michael Phelps, another famous person, and how successful teams behind them allow them to become good leaders. The session will also consist of hands-on activities that show how good teamwork is required for team to be successful and how lack of teamwork will result in that leadership. DINING HALL

Anisa Khan
Study/Service Abroad Student
Ammar Bahasan
International Student
Marco Alessio Di Giovanni
International Student
Florida International University

Afya Njema: Good Health and Dealing with Stress
This session will teach students to cope more effectively with stress and to identify specific situations associated with stress and the importance of mental and physical health. This session will tackle stress that specifically deals with culture shock adjustment to new environments. Presenters will demonstrate and engage with the students different stress relieving practices from around the world. This session will also aim to eliminate the stigma associated with stress as well as teach students to reach out to campus services provided by their college/university. CHAPEL

Scott Davis
International Student Advisor
University of Florida International Center

Express Yourself
This session will provide participants with a variety of multimedia supplies. Each participant will create a personal “work of art” from the provided materials. Participants will be asked to focus on Values, Goals, Cultural Expressing and/or Trials & Triumphs. Participants will use one or more of the focus areas to express themselves. Participants will be able to share from their point of view and cultural background with peers as well as learn from others. CLASSROOM

BREAKOUT SESSION III
2:30—3:40 pm
Kiran Gaulee
International Student
Santa Fe College

Cross-Cultural Enrichment Through Team Building
This session offers team building activities highlighting the goals of FILC: leadership skills, promoting friendships, challenging students to see themselves as global leaders, and recognizing different styles of leadership across cultures. Several intercultural teambuilding activities will be offered, engaging participants and enhancing their skills. GYM

Alaine Jolicoeur
Study Abroad Student
Rollins College

Diverse and Inclusive Leadership
This session focuses on various aspects of diversity when it comes to leadership. Inclusive leadership is the practice of leadership that carefully includes the contributions of all stakeholders in the community or organization. CHAPEL

Cristina Lopez
Advisor
St. Thomas University Career Services

The Importance of Relationships: Making Connections
The presentation covers the definition of networking, manners, the elevator speech, virtual networking, and dress. CLASSROOM

3:45—6 pm
Free Time — Please sign up in the Dining Hall!
• Canoes/Paddle Boats (weather permitting)
• Soccer
• Basketball
• Swimming at the Pool
• Games in the Gameroom
• Or work on your Spirit Show performance!
8th Annual
Florida International Leadership Conference
February 7th – 9th, 2014
Orange Springs Retreat Center – Orange Springs, FL

This exciting conference will give international and study abroad students a unique opportunity to learn from one another, to share educational experiences, and to promote global education!

- Early-bird registration fee of $95 includes: meals, lodging, sessions, entertainment, FILC T-shirt, and conference materials
- Late registration fee will be $115 (cash or money order only)
- Students should submit application forms to their study abroad and/or international student advisor
- Early-bird registrations & fees are due by Friday, January 17, 2014
- Application forms & more information: http://www.faie.org/filc

Conference Goals:
- Enhance leadership skills
- Promote friendships and networks among international & study abroad students
- Recognize and reward student leaders who promote international understanding on campus
- Challenge students to see themselves as global leaders
- Recognize the differing styles of leadership across cultures

How Many Students/Advisors Can Attend Per Institution?
Participation is based on your institution’s enrollment. Conference attendance will be capped at 200 this year due to camp capacity. – More people than previous years!
- Over 10,000 - 10 students/2 advisors max.
- 9,999 – 2,000 - 6 students/2 advisors max.
- Under 2,000 - 3 students/1 advisor max.

~ For more information, contact Sara Brake, FILC Coordinator ~
sbrake@uwf.edu ~ (850) 857-6270
Florida International Leadership Conference (2/7/2014 – 2/9/2014)

FIU MMC & BBC Group

Team Building Activity
Florida International Leadership Conference (2/7/2014 – 2/9/2014)

2014 FILC Group Photo

FIU BBC Group
CERTIFICATE OF APPRECIATION

This certificate is awarded to:

Consuelo Naranjo

In recognition of your valuable contribution and participation in the

8TH ANNUAL
FLORIDA INTERNATIONAL LEADERSHIP CONFERENCE

Sara Brake
Coordinator, FILC
CERTIFICATE OF APPRECIATION

This certificate is awarded to:

Carla Marcano Carreno

In recognition of your valuable contribution and participation in the

8TH ANNUAL
FLORIDA INTERNATIONAL LEADERSHIP CONFERENCE

Sara Brake
Coordinator, FILC
CERTIFICATE OF APPRECIATION

This certificate is awarded to:

Daniela Ottati

In recognition of your valuable contribution and participation in the

8TH ANNUAL
FLORIDA INTERNATIONAL LEADERSHIP CONFERENCE

Sara Brake
Coordinator, FILC
CERTIFICATE OF APPRECIATION

This certificate is awarded to:

Dulanga Abeysirigunawardena

In recognition of your valuable contribution and participation in the

8TH ANNUAL
FLORIDA INTERNATIONAL LEADERSHIP CONFERENCE

Sara Brake
Coordinator, FILC
CERTIFICATE OF APPRECIATION

This certificate is awarded to:

Liumila Katsiak

In recognition of your valuable contribution and participation in the

8TH ANNUAL
FLORIDA INTERNATIONAL LEADERSHIP CONFERENCE

Sara Brake
Coordinator, FiLC
CERTIFICATE OF APPRECIATION

This certificate is awarded to:

Ana Cristina Coronel

In recognition of your valuable contribution and participation in the

8TH ANNUAL
FLORIDA INTERNATIONAL LEADERSHIP CONFERENCE

Sara Brake
Coordinator, FILC
CERTIFICATE OF APPRECIATION

This certificate is awarded to:

Ariel Ortiz

In recognition of your valuable contribution and participation in the

8TH ANNUAL
FLORIDA INTERNATIONAL LEADERSHIP CONFERENCE

Sara Brake
Coordinator, FILC
CERTIFICATE OF APPRECIATION

This certificate is awarded to:

Andre Dawson

In recognition of your valuable contribution and participation in the

8th Annual Florida International Leadership Conference

Sara Brake
Coordinator, FILC
Event Audit Report

Organization/Department: Broward SGA

Representatives Name: Diana Arcentales
Phone: 6-8633

Position: Coord., Student Life
Advisor: Marisa Salazar, Asst. Direc.

Event: Panther Pride Week Spring 2014 - FIU Broward (Main Lobby)

Date/Time/Location: M-Th., March 17-20 4:30-6:30PM & Sat. 3/22 11:30-1:30

---

Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Students</th>
<th>Community</th>
<th>Total</th>
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<tr>
<td>502</td>
<td>7</td>
<td>556</td>
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SGC Financial Support

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<tr>
<th>Amount Funded</th>
<th>$8,890.53</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Spent</td>
<td>$8,890.53</td>
</tr>
</tbody>
</table>

---

What was the purpose of this event? Was that purpose accomplished?
Yes! The students enjoyed the Panther Pride Week Spring 2014 event at the FIU Broward Pines Center.

What was positive about this event? Why?
The students were thrilled to celebrate Panther Pride Week with FREE shirts, popcorn, and specialty vendors daily: Cruisin' Gourmet with pulled pork, chicken and Philly cheese steak sandwiches; Liquid N2 Ice cream; and HipPops handcrafted gelato bars, all funded by Broward SGA/BBC SGA.

What was negative about this event? Why?
Nothing

Should this event be done again next year?
Yes! The students appreciated this event and look forward to it in the future. Thank you.

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales
Date: March 25, 2014

Advisor's Signature: ____________________
Date: March 25, 2014
PANTHER PRIDE WEEK

UNLEASH YOUR PANTHER SPIRIT!
JOIN US FOR FREE FOOD + T-SHIRTS*

Monday, March 17th
Fresh Popcorn
4:30-6:30 PM

Tuesday, March 18th
Pulled Pork or Chicken Sandwiches
4:30-6:30 PM

Wednesday, March 19th
Liquid N2 Ice Cream
4:30-6:30 PM

Thursday, March 20th
Philly Cheesesteak Sandwiches
4:30-6:30 PM

Saturday, March 22nd
Gelato Bars
11:30 AM - 1:30 PM

Sponsored by:
Biscayne Bay Campus and Broward Pines Center

*Supplies Limited!
**5cents T-shirt Design**
www.5ctd.com

---

**Project name:** FIU Broward Shirts  
**Company:** FIU Broward  
**Shipping Address:** 17195 Sheridan Street  
Pembroke Pines, FL 33331  
**Contact phone number:** Diana Arcentales  
**e-mail:** darcenta@fiu.edu

---

**Front Color:** GOLD/NAVY  
**Back Color:** BLACK  
**Sleeve Color:** DNA

| QTY | 420 Canvas 3001 Ringspun cotton - White  
345 Bella 5005 Ladies 100% Ringspun Cotton V - White  
| Cost of | C3005 - $6.85ea (s-xl), $8.85ea (2-3XL)  
86005 - $8.50ea (s-xl), $10.50ea (2XL)  
| Quantity Sizes: | S: 100  
M: 125  
L: 75  
XL: 75  
2XL: 30  
3XL: 15  
S: 120  
M: 120  
L: 50  
XL: 35  
2XL: 20  
3XL: 15  
S:  
M:  
L:  
XL:  
2XL:  
3XL:  
| Screen Cost: | 0.00  
| Set up Cost: |  
| Art Fee: | 5¢ T-shirt Design®  

**T-shirt Order:** $5,939.55  
**Shipping:** FREE  
**TAX:** DNA  
**TOTAL:** $5,939.55

---

**Approved by:**  
**Date:**  

**Printed Name:**

---

**THIS PAGE IS AN ACKNOWLEDGMENT of your purchase, YOUR ORDER IS NOT COMPLETE**  
Please review this information to verify the product, color, sizing, pricing, required dates, contact and billing information. If there is a discrepancy with your order, please contact your Account Executive immediately.
PANTHER PRIDE WEEK SPRING 2014

Walmart
Save money. Live better.

(954) 442-5822
MANAGER DENISE SHAHEEN
151 SW 184TH AVE
PEN BROKE PINES FL 33029
ST# 2591 OP# 00006967 TE# 02 TR# 00768
NPL WTR 28PK 006827473629 F
12 AT 1 FOR 3.48 41.76 0
SUBTOTAL 41.76
TOTAL 41.76
VISA TEND 41.76

ACCOUNT # **** **** **** 6893 S
APPROVAL # 013132
REF # 00
TRANS ID - 0384041597071428
VALIDATION - CQQ7
PAYMENT SERVICE - E
TERMINAL # MX65B986

02/10/14 11:35:14

CHANGE DUE 0.00

# ITEMS SOLD 12

TC# 8232 2937 4842 3967 0025

Our Guaranteed Low Prices
Are Unbeatable with Ad Match!
02/10/14 11:35:14

***CUSTOMER COPY***
Walmart

Save money. Live better.

Manager Denise Shaheen
151 SW 184TH AVE PEMBROKE PINES FL 33029
ST# 2591 QP# 000066943 TE# 72 TR# 02578
POPPING CORN 002700048814 F 4.98 0
SEASONING 067017111233 F 1.98 0
POPPING CORN 002700048814 F 4.98 0
SUBTOTAL 11.94
TOTAL 11.94
VISA TEND 11.94

ACCOUNT # ********6893 S
APPROVAL # 066111
REF # 00
TRANS ID - 0384041612602217
VALIDATION - LC0P
PAYMENT SERVICE - E
TERMINAL # MK098269

02/10/14 12:01:02
CHANGE DUE 0.00

# ITEMS SOLD 3

TC# 0556 5286 3926 8811 9956

Our Guaranteed Low Prices Are Unbeatable!
02/10/14 12:01:02

***CUSTOMER COPY***
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<th>Item</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
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<tbody>
<tr>
<td>POPCORN OIL</td>
<td>1</td>
<td>$3.28</td>
<td>$3.28</td>
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**Subtotal**: $3.28  
**Total**: $3.28  
**Payment Method**: VISA TEND  

**Account#**: **** **** **** 6893 S  
**Approval#**: 054270  
**Ref#**: 00  
**Trans#**: 0384051668545606  
**Validation**: GTNC  
**Payment Service**: E  
**Terminal#**: HX098234  

**Date**: 02/20/14  
**Time**: 13:34:17  
**Change Due**: $0.00  

**# ITEMS SOLD**: 1  

---

Our Guaranteed Low Prices Are Unbeatable with Ad Hatch!  
02/20/14  13:34:17  
***CUSTOMER COPY***
Subject: Receipt from CruisinGourmet, LLC.

To: Diana Arcentales

Tuesday, March 18, 2014 7:13 PM

Receipt from CruisinGourmet, LLC.

$679.00

 Panther Pride Week Spring 2014. 109 sandwiches x $6 ea= $654 plus 50 to go boxes x .25 = $25

TOTAL $679

Diana Arcentales
# 104/331
3/18/14
Diana Arcentales

From: Square <noreply@messaging.squareup.com>
Sent: Wednesday, March 19, 2014 7:09 PM
To: Diana Arcentales
Subject: Receipt from Liquid Ice-Cream, LLC

Liquid Ice-Cream, LLC

$715.00

1 Item

Custom Amount $715.00

Total $715.00

MasterCard 0033

Pather Pride Week Spring 2014
FIN Broward Health Center
123 Ice Cream x $5 each = $615
+ 100 Survey Fee $715 Total

REACH US AT

Diana Arcentales
#1044331
3/19/14
Liquid N2 Ice Cream, LLC  
P.O. Box 700113  
Miami, FL 33170  
786-226-3899  
Liquidicecream@yahoo.com

Diana Arcentales  
FIU Broward Pines Center  
17195 Sheridan Street  
Pembroke Pines, FL 33331  
954-438-8633  
darcenta@fiu.edu

<table>
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<th>DESCRIPTION</th>
<th>QTY</th>
<th>UNIT PRICE</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>Jose Carmona</td>
<td>Ice Cream Party for 75-100 pp</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LN2 Ice Cream Event (ice cream flavors with toppings) with food truck for 123pp for 2 hours at $5.00pp (minimum $300.00)</td>
<td></td>
<td></td>
<td></td>
<td>$615.00</td>
</tr>
<tr>
<td>One serving per person $5.00 (one flavor two scoops with one topping per person)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flavors: Vanilla, Chocolate, Strawberry, Coffee, Pina Colada Sorbet (non-dairy), Cake Batter, Guanabana (Soursop), Tamarindo (Tamarind)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service Fee</td>
<td></td>
<td></td>
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<td>$100.00</td>
</tr>
</tbody>
</table>

Panther Pride Week Spring 2014  
FIU Broward Pines Center  
123 ice cream cups x 5 = 615  

Diana Arcentales #1044331 $715.00 Credit Card  
03/19/14 Pay in full day of event  
03/19/14  
03/19/14 Payment paid on  
03/19/14  

Wednesday  
Date, March 19th, 2014
Diana Arcentales

From: Square <noreply@messaging.squareup.com>
Sent: Thursday, March 20, 2014 7:05 PM
To: Diana Arcentales
Subject: Receipt from CruisinGourmet, LLC.

Receipt from CruisinGourmet, LLC.

$600.00

Custom Amount: $600.00

Total: $600.00

Note: 1 item

Spring 2014 event
at FIU Broward Main Center
Sandwiches: 100 x $6 = $600
1. Philly Cheese Steak + Chips

Diana Arcentales
#1044331
3/20/14

REACH US AT
HipPOPs handcrafted gelato bars
405 SW 2ND TER
DANIA BEACH, FL 33004
(954)674-2211

22-Mar-2014 1:43:23P

1  FIU Broward Panther Pride Week $900.00

Subtotal $900.00
Total $900.00
SALE

Payments
VISA 6893 $900.00
Tip
Total $900.00

Signature

Retain this copy for statement validation

Station: HipPOPs
22-Mar-2014 1:43:28P
$900.00 | AUTH | Method: SWIPED
VISA XXXXXXXXXX6893
Ref #: 40810003235 | Auth #: 077063
MID: 372247331880

Order2BAHJD7CHM36P

Please vote at www.VoteHipPOPs.com
Follow Twitter @HipPOPsTruck
Instagram @HipPOPs
Like Facebook HipPOPsTruck

Online: https://clover.com/tx/p/
QHCA7WRC7QYCM

CUSTOMER COPY
Event Audit Report

Organization/Department: International Student & Scholar Services

Representatives Name: Daisy Santiago Position: Graduate Assistant

Phone: 305-919-5813 Advisor: Ariel Ortiz

Event: International Women's Day

Date: 3/3/14 Time: 10am-2pm Location: WUC 221 & 223

Attendance (please attach sign-in sheet)

Students: Community:

Faculty/Staff: Total: 78

SGC Financial Support

Opening Balance: 2,000

Amount Spent: 722.12

Closing Balance: 1277.88

What was the purpose of this event? Was that purpose accomplished?

The purpose of International Women's Day is to celebrate the acts of courage and determination of women, reflect on progress made, and call for change. The purpose was accomplished through the resources that were provided to the students that attended the event.

What was positive about this event? Why?

The event left the students feeling empowered. The student panel discussion provided information about the role of women in other cultures in comparison to the U.S. IWD was a celebration for the successes of women and inspiration for our future.

What was negative about this event? Why?

The construction of Panther Square made it inconvenient for students and staff to locate the rooms of the event. There were also no available bathrooms on the second floor for the people who attended the event.

Should this event be done again next year?

Yes, we need to continue to celebrate and inspire the achievements of women.

Please attach any articles, flyers, or photos.

Signature: Date: 3/21/14

Advisor's Signature: Date: 3/24/14
International Women's Day

FIU BBC Celebrates
Monday March 3, 2014
10am-2pm WUC 221 & 223

Schedule

- Women's Resource Fair
  10am-2pm
Sponsors: Women's Center, MPAS-LGBTQA Institute,
Wellness Center, Student Health Services, Victim Advocates

- Job Search Strategies Workshop
  11am-12pm
Sponsor: Career Services

- Lunch
  12:00pm-1:00pm
Sponsors: ISSS, SGA, ISC

- International Women Student Panel
  12:15pm-1:30pm
Sponsor: ISSS
My mind, body and spirit are strong. I take time each day to rejuvenate and recharge. I draw from a deep well of peace and calm. I breathe in strength and release my fears. I go after my heart’s deep desires. I can accomplish anything. All of my dreams are coming true. I focus on my goal and have the strength to make it happen.

STRENGTH

I choose to be unstoppable. I am strong. I act in spite of my fears. I am bigger than my concerns and worries. I go for it with gusto! I can do anything I put my mind to. Each day I am getting stronger. I take great care of myself. The strength of others inspires me daily. I trust my intuition and live a courageous life.

INTERNATIONAL WOMEN’S DAY
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Account #: **** **** **** 0476 S
Approval #: 054609
Ref #: 00
Trans ID: 064049665393595
Validation: BJ6L
Payment Service: E
Terminal #: NX068298

02/17/14 13:26:44
Change Due: 0.00

# Items Sold 23

TC#: 8117 9162 5794 6483 2867

Our Guaranteed Low Prices Are Unbeatable with Ad Match!
02/17/14 13:26:44

***Custom Customer Copy***
CUSTOMER COPY

STORE 316 TAN B REG 3
02-17-2014 12:15:13 PM

OD4 1098 003 00

RETURNING MUST BE MADE WITHIN
30 DAYS OF PURCHASE
RECEIPT MUST ACCOMPANY EACH RETURN
ONLY UNOPENED PACKAGES
MAY BE RETURNED

SEASONAL ITEMS MAY BE RETURNED
UP TO 7 DAYS PRIOR TO HOLIDAY

MERCHANDISE CREDITS ARE ONLY REDEEMABLE
AT ISSUING STORES.
## Kitchen Copy

**Day:** Date: 3-Mar-14  |  **Time:** 12:00 PM  |  **Delivery Time:** 11:45 AM

<table>
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<th>DAISY SANTIAGO</th>
<th>Address: FIU BISCAYNE BAY CAMPUS</th>
</tr>
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<tbody>
<tr>
<td>FIU</td>
<td>WUC 221</td>
</tr>
<tr>
<td>305-919-5813</td>
<td></td>
</tr>
<tr>
<td>LUNCH</td>
<td>City: NMB</td>
</tr>
<tr>
<td></td>
<td>FL</td>
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<tr>
<td></td>
<td>ZIP:</td>
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- **J's Rep:** CARMEN  
- **Destination Phone:**

- **Order Date:** 19-Feb-14  
- **Order #:** 20140303

### Order Menu Items

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<td>1</td>
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<tr>
<td>W/ MEATBALLS</td>
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</tr>
<tr>
<td>I/ MEATBALLS</td>
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</tr>
<tr>
<td>AR SALAD</td>
<td>FULL TRAY</td>
<td>1</td>
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<tr>
<td>ED SALAD</td>
<td>FULL TRAY</td>
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</tr>
<tr>
<td>BOLI</td>
<td>100 PIECE</td>
<td>1</td>
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</tr>
</tbody>
</table>
Confirmation that your 4imprint order has been received.

Thank you for ordering with 4imprint.com.

Your order number is #8764781. Please use this number anytime you are checking your order status or if you have a question regarding your order. Your credit card will not be charged until your order is complete.

If you have chosen to send your artwork via e-mail, please reply to this e-mail and attach your artwork file(s).

Please ensure that the file format for your artwork is one of the following:
CorelDRAW - convert text to curves.
Adobe Illustrator - convert text to outlines.
FreeHand - convert text to paths, export file as Generic EPS. QuarkXPress - include placed files along with all screen and printer fonts. Microsoft Office - Word, PowerPoint and Publisher. Embed/include fonts. Bitmap files - JPEG, TIFF, PCX, BMP, GIF, PSD, etc.

Company Address:
101 Commerce Street
Oshkosh, WI 54901
Toll Free 1-877-446-7746
Fax 800-355-5043
http://www.4imprint.com

Order Details:
Order Number: 8764781
Order Date: Wednesday, February 19, 2014

Delivery Address:
Christie Murata
Wolfe University Center 363
900 N. E. 151st Stree
North Miami
FL
33181

<table>
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Imprint Location: Front - From Any Edge
Imprint Color: Imprint Unavailable

Freight: $9.47
Tax: 0¢

TOTAL: $214.47

Important notice: In most cases the prices shown are actual and final. However due to the complexities of your artwork or the customization involved with the product, additional charges may apply or some of the additional charges shown may not apply. If any changes are required, we will contact you by e-mail prior to production and you will have the option to cancel your order without penalty. In any case where additional charges apply your signed approval will be required to proceed. We will be sending information about your order to you via e-mail. To avoid any delays, we do ask that you check your e-mail during the time your order is in process for any updates.

Should you have any questions or comments regarding your order, please reply to this email and we will be happy to help you.

Sincerely,

Your 4imprint Team

Customer Care Specialist
Event Audit Report

Organization/Department: International Student & Scholar Services
Representatives Name: Andre Dawson Position: Coordinator
Phone: 3059195813 Advisor:

Event: Finals Week Break: The International Lounge
Date: 4/22 & 23/2014 Time: 11 am - 4 pm Location: WUC 363

Attendance (please attach sign-in sheet)
Students: 103 Community: 
Faculty/Staff: 20 Total: 123

SGC Financial Support
Opening Balance: $387.95
Amount Spent: $387.95
Closing Balance: $0

What was the purpose of this event? Was that purpose accomplished?
Students were treated to fruit, bagels, coffee and pastry on Tuesday and smoothies, fruit, pizza, wings, coffee on Wednesday in order to alleviate the stress during finals week. The students enjoyed the break.

What was positive about this event? Why?
The event allowed students to stop by get food and use our lounge facilities to print materials, recharge, take a break and ask advisors questions about travel during this time.

What was negative about this event? Why?
N/A

Should this event be done again next year?
The event should definitely be repeated it was very successful.

Please attach any articles, flyers, or photos.

Signature: Andre Dawson Date: 4/28/14
Advisor’s Signature: Date: 4/28/14
Finals Break: The International Lounge
Frankie's Pizza Cafe
Host: Boris 09/23/2014
305-919-3813 11:32 AM
20001

16" Cheese Pizza (6 @ $1.79) 71.94
16" Cheese Pizza (6 @ $1.79) 71.94
Pepperoni (6 @ $1.75) 10.50
16" Veggie Pizza (3 @ $5.99) 56.97
2 Liter Pepsi (3 @ $2.39) 8.97
2 Liter Sierra Mist (3 @ $2.62) 8.97

Open $ -75.60
Subtotal 153.69
Tax Exempt F1U 0.00

Delivery Total 153.69

VISA 153.69
Auth:034724

Tip

TOTAL 153.69

SIGNATURE: [signature]

Customer: 3399 GRAMEL
Driver: Boris

Thank you!
Come Again!
Visit Us At:
www.frankiespizzadelivery.com

ANDRE GRAMEL
305-919-3813

F1U
WOLF CENTER
363
3099194813
F1, 33161
ZONE: 5
Sports Grill
2995 NE 163rd
Server: Pamela 04/23/2014
Daisy/1 11:43 AM
Guests: 0 20002
Reprint #: 2

100pc Wings 89.89
Ranch Dressing (5 @ 0.49) 2.45
Bleu Cheese (5 @ 0.59) 2.95

Subtotal 95.29
Tax Exempt 1 0.00
10% Locals -9.53
Take Out Charge 4.76

Total 90.52
Balance Due 90.52

www.SportsGrillMiami.com
******Suggested Tip******
(15%) $14.29
(18%) $17.15
(20%) $19.06
(22%) $20.96
Welcome to Dunkin' Donuts
Store #343805
3457 NE 163rd St, N Miami Beach
4/22/2014 7:34:25 AM

Eat In
Order Number: 638

Tax Exempt ID: 858015139
Register: 2 Tran Seq No: 557638
Cashier: Emely M.

1 2 Dzn Donuts $14.99
1 Box12Bgl&CC $12.99

Sub. Total: $27.98
Tax: $0.00
Total: $27.98
Discount Total: $0.00

Change $0.00
Visa: $27.98

****************************************
HE AMERICA!

WANT A FREE DONUT WHEN YOU PURCHASE A MEDIUM OR LARGER BEVERAGE?
Go to www.telldunkin.com on your computer or mobile device in the next 3 days and tell us about your visit.

Te invitamos a participar en nuestra encuesta.

Survey Code: 63801-43805-0704-2247

Enter Validation Code: 

Bring receipt with code to redeem offer.
Visit DunkinDonuts.com for redemption restrictions.
Franchisee: Please use PLU #201

Thank You Come Back Again
<table>
<thead>
<tr>
<th>Item Description</th>
<th>Quantity</th>
<th>Price 1</th>
<th>Price 2</th>
<th>You Saved</th>
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<tr>
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<tr>
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<td>0.40 F</td>
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  You Saved 0.10
PUBLIX FOB BANANA
1 @ 20 FOR 8.00 0.40 F
  You Saved 0.10
PUBLIX FOB RASPBERRY
1 @ 20 FOR 8.00 0.40 F
  You Saved 0.10
PUBLIX FOB MANGO
1 @ 20 FOR 8.00 0.40 F
  You Saved 0.10
PUBLIX FOB BANANA
1 @ 20 FOR 8.00 0.40 F
  You Saved 0.10
PUBLIX PREM APPles JC
  4.99 F
PUBLIX OJ
  4.99 F
APPLES ROME
  3.99 F
BANANAS
  4.98 lb @ 0.69/ lb 3.44 F
BANANAS
  4.77 lb @ 0.69/ lb 3.23 F
APPLES GOLD DELIC
  3.99 F
APPLES ROME
  3.99 F
BANANAS
  2.35 lb @ 0.69/ lb 1.62 F
TAX EXEMPT #

Order Total 71.66
Grand Total 71.66
Credit Payment 71.66
Change 0.00

Savings Summary
Special Price Savings 10.16

********************************************************************
* Your Savings at Publix *
* 10.16 *
********************************************************************

PRESTO!
Reference #: 027841-003
Trace #: 0010016191
Acct #: XXXXXXXXXXXX0374
Purchase VISA
Amount: $71.66
Auth #: 042597

Your cashier was Luz

04/21/2014 22:31 S1017 R102 3564 C0284

Love to shop here. Love to save here.
Visit publix.com/save

Publix Super Markets, Inc.
KEEP CALM AND SURVIVE FINALS

**Finals Week Break**

Stop by the ISSS Conference room on Tuesday April 22nd & Wednesday April 23rd to take a break from the stress of finals and enjoy:

**Tuesday April 22nd 11AM – 4PM**
- Pastry & Coffee Corner
- Chill Lounge
- Access to the computer lab (students required to bring own paper for printing)
- Have any travel questions answered by an ISSS Advisor

**Wednesday April 23rd 11AM – 4PM**
- Board games
- Smoothie Bar
- Pizza Station
- Access to the computer lab (students required to bring own paper for printing)
- Have any travel questions answered by an ISSS Advisor

For more information contact bbcisss@fiu.edu or call 305-919-5813
## Event Audit Report

**Organization/Department:** Broward SGA  

**Representatives Name:** Diana Arcentales  
**Phone:** 6-8633  

**Position:** Coord., Student Life  
**Advisor:** Marisa Salazar, Asst. Direc.  

**Event:** Stress Relief Week Spring 2014 (Broward Pines Center Lobby)  

**Date/Time/Location:** M-Th, April 14-17/4:30-6:30PM & Sat, April 19 11:30-1:30  

### Attendance (please attach sign-in sheet)

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<th>Students</th>
<th>Community</th>
<th>Total</th>
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<table>
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### SGC Financial Support

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<td>$1,674.74</td>
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**What was the purpose of this event? Was that purpose accomplished?**  
Yes! The students enjoyed the Stress Relief Week Spring 2014 event.

**What was positive about this event? Why?**  
The students were thrilled with their complimentary Corporate Body massages. They also enjoyed coffee, tea, hot cocoa, iced tea, snack bars, chocolates and candies. They received giveaways that were in our inventory: folders, sticky pads, bags, 3M stickers, small plastic massagers, etc. The students appreciated this event funded by Broward SGA/BBC SGA.

**What was negative about this event? Why?**  
Nothing

**Should this event be done again next year?**  
Yes! The students enjoyed this event and look forward to more in the future. Thank you.

Please attach any articles, flyers, or photos.

**Signature:** Diana Arcentales  
**Date:** April 22, 2014  

**Advisor's Signature:**  
**Date:** April 22, 2014
STRESS RELIEF WEEK

FREE MASSAGES
FREE COFFEE & SNACKS

APRIL 14TH-17TH
4:30-6:30 P.M.

&

APRIL 19TH
11:30 A.M. - 1:30 P.M.
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**Total:** $330.74

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**Approval #: 006678

**Ref #: 410000507942

**Transaction ID:** 30410066933321

**Validation:** P434

**Payment Service:** ETERINAL # HK098271

**Change Due:** 0.00

**# ITEMS SOLD 79**

**TC#: 5004 5130 5101 1992 6130 7**

*Our Guaranteed Low Prices Are Unbeatable with Ad Match!*
The Corporate Body  
12717 W. Sunrise Blvd., Suite 334  
Sunrise, FL 33323  
(954) 837-0241  
Lic# MA9317  

BILL TO  
Florida International University  
Controller's Office  
UP CSC 310  
University Campus  
Miami, FL 33199  

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Total  $1,344.00
Florida International University  

AGREEMENT FOR SERVICES  
(for Services <$75,000 requiring single payment after services rendered)

THIS AGREEMENT FOR SERVICES ("Agreement") is entered into on the date fully executed below between  
The Corporate Body, Inc located at 12717 W Sunrise Blvd., Ste 334, Sunrise, FL 33323  
("Vendor") and The Florida International University Board of Trustees, on behalf of  
located at  

The parties agree as follows:

1. SERVICES. The Vendor is an independent contractor and assumes full responsibility for completion of the  
following services: (describe services in detail with deliverables and deadlines below, if not enough space, continue  
on a separate page and label as "Exhibit A.")  
Corporate Chair Massage Monday - Thursday, April 14th - 17th from 4:15 PM - 6:30 PM (2 massage therapists)  
& Saturday, April 19th from 11:30 AM - 1:30 PM (3 massage therapists) Main Lobby  

The Vendor will commence performance of this Agreement on April 14, 2014 or the date this Agreement is  
executed by all parties, whichever is later. Performance will continue until April 19, 2014 or until  
performance is complete, whichever is later.

2. INSURANCE. Vendor will have and maintain types and amounts of insurance that at a minimum cover the  
Vendor's (or subcontractor's) exposure in performing this Agreement.

3. PAYMENT. FIU will pay Vendor: (Check One)  

☒ an all inclusive fee of $1,344.00 after services have been fully rendered.  
☐ a fee not to exceed $____________ calculated as follows:  

and invoiced by Vendor after services have been fully rendered.

Vendor shall submit bills for compensation for services or expenses in detail sufficient for a proper pre-and post- 
audit. Vendor is responsible for any taxes due under this Agreement. FIU’s performance and obligation to pay under  
the Agreement is contingent upon the legislature’s annual appropriation. FIU will make payment in accordance with  
FIU Regulation FIU-2202 entitled “Prompt Payment.” If FIU does not issue payment within 40 days of receipt of a  
proper invoice, FIU will pay to Vendor, an interest penalty at the rate established pursuant to §55.03(1) Fla. Stat. if  
the interest exceeds one dollar ($1.00). Vendors experiencing payment problems may contact the Vendor  
Ombudsman at (305) 348-2101.

Vendor will cooperate with FIU and provide specific records and/or access to all of the Vendor’s records related to  
this Agreement for purposes of conducting an audit or investigation. University will provide Vendor with reasonable  
notice of the need for such.

Vendor will supply FIU with a complete and accurate W-9; if Vendor fails to supply FIU with a complete and  
accurate W-9, the invoice will be deemed insufficient for payment until such information has been provided. Vendor  
will also supply FIU with Vendor’s FEID/Social Security Number upon request.

4. GOVERNING LAW. This Agreement is governed by the laws of the state of Florida and venue of any actions  
arising out of this Agreement shall be in the state courts in Miami-Dade County, Florida.

5. ASSUMPTION OF RISK. Each party hereby assumes any and all risk of personal injury and property damage  
attributable to the willful or negligent acts or omissions of that party and the officers, employees, and agents thereof.  
Vendor also assumes such risk with respect to the willful or negligent acts or omissions of Vendor’s subcontractors or  
persons otherwise acting or engaged to act at the instance of Vendor in furtherance of Vendor fulfilling Vendor's  
obligations under the Agreement.

OGC - Agreement for Services 11/2013  

Page 1 of 3
### Event Audit Report

**Organization/Department:** Broward SGA  
**Representatives Name:** Diana Arcentales  
**Phone:** 5-8633

**Position:** Coord., Student Life  
**Advisor:** Marisa Salazar, Asst. Direc.

**Event:** Commencement Fair (FIU Broward Pines Center Lobby)

**Date/Time/Location:** Saturday, March 29, 2014 from 10:00 AM - 1:00 PM

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<td>Total: 254</td>
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**What was the purpose of this event? Was that purpose accomplished?**  
Yes! The students enjoyed the Commencement Fair Spring 2014 event at the FIU Broward Pines Center.

**What was positive about this event? Why?**  
The future graduates were thrilled to attend our Commencement Fair where they received a ticket for FREE U-turn Espresso specialty coffee, which was funded by Broward SGA/BBC SGA.

**What was negative about this event? Why?**  
Nothing

**Should this event be done again next year?**  
Yes! The students appreciated this event very much. Thank you.

Please attach any articles, flyers, or photos.

**Signature:**  
**Date:** April 9, 2014

**Advisor’s Signature:**  
**Date:** April 9, 2014
FIU Commencement Fairs Dates and Locations – Spring 2014

Saturday, March 29, 2014  10:00am – 1:00pm
Broward Pines Center Lobby
17195 Sheridan Street
Pembroke Pines, FL 33331
954-438-8600 (phone)
954-438-8606 (fax)

Tuesday - Wednesday, April 1-2, 2014  10:00am – 6:00pm
Biscayne Bay Campus
Barnes & Noble FIU Bookstore (inside the Wolfe University Center)
3000 NE 145 Street
Miami, FL 33181
305-919-5580 (phone)

Wednesday, April 16, 2014  10:00am – 6:00pm  New date!
Modesto A. Maidique Campus
Barnes & Noble FIU Bookstore (inside the Graham Center)
11200 SW 8 Street
Miami, FL 33199
305-348-2691 (phone) bookstore
305-348-0506 (fax)
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© 2014 Square, Inc. All rights reserved.
1455 Market Street, Suite 300, San Francisco, CA 94103
Square Privacy Policy
Not your receipt?

1333526
3/29/14

*In Broward SGA - Commencement Fair Spring 2014
Sat., March 29, 2014
99 cups of coffee x $3.34 each = $330.66
Oria Arebile #1044331
**Event Audit Report**

**Organization/Department:** Broward SGA

**Representatives Name:** Diana Arcentales  
**Phone:** 6-8633

**Position:** Coord., Student Life  
**Advisor:** Marisa Salazar, Asst. Direc.

**Event:** Diversity Week Spring 2014 (Broward Pines Center Lobby)

**Date/Time/Location:** Mon. & Tues., March 31 & April 1 from 4:30 - 6:30 PM

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<th><strong>Attendance (please attach sign-in sheet)</strong></th>
<th><strong>SGC Financial Support</strong></th>
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| Students: 154  
Community: 5 | Amount Funded: $1,716.35 |
| Faculty/Staff: 33  
Total: 192 | Amount Spent: $1,716.35 |

What was the purpose of this event? Was that purpose accomplished?  
Yes! The students enjoyed the fun-filled Diversity Week Spring 2014 events.

What was positive about this event? Why?  
The students were thrilled to attend our Diversity Week events. On Monday we were Jammin' Jamaican Style with food from Golden Krust (jerk chicken, rice with peas, steamed cabbage and plantains). On Tuesday we enjoyed "A Taste of the Middle East," with food from The Cruisin' Gourmet (falafel, hummus, tahini and pita bread). Alex Perez aka DJ Xplode, provided music appropriate to the daily theme. We also featured a display of the dances and culture on our lobby plasma TV. The students appreciated this event funded by Broward SGA/BBC SGA.

What was negative about this event? Why?  
Nothing

Should this event be done again next year?  
Yes! The students appreciated this event and look forward to more in the future. Thank you.

Please attach any articles, flyers, or photos.

**Signature:** Diana Arcentales  
**Date:** April 9, 2014

**Advisor's Signature:**  
**Date:** April 9, 2014
Monday, March 31st
“Jammin’ Jamaican Style”
Enjoy Jamaican cuisine from Golden Krust Caribbean Bakery & Grill
4:30-6:30 PM in the Breezeway

Tuesday, April 1st
“A Taste of the Middle East”
Sample delicious treats from The Red Truck Cruisin’ Gourmet
4:30-6:30 PM in the Breezeway
Golden Krust #1

91 Items

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($5.99 ea.)

@email.payment_receipt.custom_amount x 65
($6.84 ea.)

Custom Amount (Delivery fee) $20.00

Total $614.35

Visa 6893

O A

VISIT US AT
5967 W. Oakland Park Blvd.
Laudehill, FL 33313
(954) 335-0915
April 01, 2014 Diversity week event at FIU Broward Pines Center. 108 Mediterranean Platters with Falafel, Hummus, Pita bread and Tahiti sauce all in a to go box for $6.50 each for a total of $702.00
Florida International University

ENTERTAINMENT/PERFORMANCE AGREEMENT

(Services provided by entertainer, guest speaker or performer less than $75,000 requiring single payment after services rendered)

The Florida International University Board of Trustees ("FIU") and Alexander Luis Perez aka "DJ Xplode" ("Performer") located at 9731 SW 110th Ave Miami, FL 33166 enter into this Entertainment Performance Agreement ("Agreement") effective on the date this Agreement is executed by all parties below and agree as follows:

1. **Performance.** Performer will provide the following presentations or performances ("performance"): DJ - Music provided with professional audio equipment from Monday March 31st, 2014 - Tuesday April 1st, 2014

2. **Location and Times of Performance.** The performance will be held at the premises on the following date(s) and time(s):
   - Date(s): Monday March 31st, 2014
   - Minimum length of Performance: 2 hours 0 minutes
   - Time(s): 4:30p and 6:30p

3. **Compensation.** FIU will pay to Performer as total compensation (inclusive of any and all expenses, except for expenses related to Overtime $150.00/hr (should the event pass 8 hour/day), $450.00 ($200/day)

4. **Payee.** The payment shall be made payable to: Alexander L. Perez

5. **Equipment and Personnel.** FIU will supply the premises stated above and the following equipment for the performance(s): Tent or shelter (equipment must be protected at all times, as a preventive measure, from any and all unexpected weather conditions). Power (1 dedicated power outlet).

6. **FIU Contact Information.** All correspondence to FIU related to this Agreement should be addressed to: Diana Arcegates, Coordinator of Student Life (FIU Broward Pines Center) at FIU Broward Pines Center at 17195 Sheridan Street Pembroke Pines, FL 33321

7. **Insurance.** Performer (and any of Performer's subcontractors) will have and maintain types and amounts of insurance that at a minimum, cover the Performer's (or subcontractors') exposure in performing this Agreement.

8. **Agent.** If this Agreement is signed by Performer's agent, such agent warrants: that he/she is duly authorized to act for and on behalf of the Professional, that he/she is authorized to enter into this Agreement, and that the agent and Performer are jointly and severally liable for any breach of this Agreement.

9. **Limited Use of Tapes/Recordings.** FIU is granted the right to tape and/or record the performance; however, such tapes or recordings shall only be used for educational purposes by FIU's students, faculty and staff.
10. **Failure to Perform.** Any failure of Performer to perform may be excused only for proven sickness or injury, civil tumult or riot, epidemics, acts of God, or other conditions beyond the control of the Performer. Performer or Performer’s agent must notify FIU immediately of any reason which might result in Performer’s failure to perform on the scheduled date. FIU reserves the right to approve/substitute any other performer for Performer in the event that Performer is not able to perform as scheduled.

11. **Relationship of the Parties.** Performer is an independent contractor, and neither Performer nor Performer’s employees, agents, or other representatives shall be considered FIU employees or agents. Performer shall not use FIU’s name, trademarks, logos, or marks without FIU’s prior written approval. Performer represents and warrants that it is not on the Convicted Vendor List (see Fla. Stat. § 287.133(2)(a)).

12. **Content of Performance.** Performer is solely responsible for the content of material performed and shall hold FIU, the Florida Board of Governors, and the State of Florida harmless from any claim arising out of the performance of this Agreement, including, but not limited to claims of libel, copyright infringement or other alleged use of materials by Performer at the performance covered by the Agreement.

13. **Indemnification by Performer.** Performer agrees to indemnify, defend and hold FIU, the Florida Board of Governors, the State of Florida, and their respective trustees, directors, officers, employees and agents harmless from and against any and all liability, loss, costs, injury, damage, penalties, suits, judgments, demands, claims, expenses and disbursements (including without limitation attorney’s fees) of any kind whatsoever arising out of, on account of, or in connection with Performer’s obligations and performance under the Agreement. Performer will not be liable for FIU’s negligence. This indemnity shall survive termination of the Agreement.

14. **Payment.** Performer shall submit bills for compensation for services or expenses in sufficient detail for a pre-and post-audit. Performer is responsible for any taxes due under this Agreement. FIU will make payment in accordance with FIU Regulation FIU-2202 entitled “Prompt Payment.” Upon receipt of goods or services, FIU has five (5) business days to inspect and approve the goods or services, unless Agreement specifies a greater period of time. If FIU does not issue payment within 40 days of receipt of a proper invoice, FIU will pay to Performer, an interest penalty at the rate established pursuant to §55.03(1) Fla. Stat. if the interest exceeds one dollar ($1.00). Vendors experiencing payment problems may contact the Vendor Ombudsman at (305) 348-2101. FIU may make payment to vendor via the University’s EFT/ACH payment process. Vendor shall provide the necessary information to FIU upon request.

15. **General Provisions.**

A. Nothing in this Agreement shall be construed as an indemnification of the Performer by the FIU nor as a waiver of sovereign immunity beyond that provided in Fla. Stat. §768.28. Each party assumes the risk of personal injury and property damage attributable to the acts or omissions of that party and its officers, employees and agents.

B. This Agreement may not be assigned or modified by either party except as agreed to in writing and signed by the parties, and this Agreement shall be binding upon the parties' successors and assigns.

C. This Agreement is governed by the laws of the State of Florida and venue of any actions arising out of this Agreement shall be in the state courts in Miami-Dade County, Florida.

D. FIU may cancel this Agreement by giving Performer at least ten (10) days prior written notice of cancellation. If FIU cancels this Agreement for reasons other than breach by Performer, FIU shall only be liable for payment of goods received and services rendered and accepted by FIU prior to the date of notice of cancellation. FIU will reimburse Performer for Performer’s out-of-pocket expenses related to the performance of the Agreement that were incurred by Performer prior to notice of cancellation if such expenses are nonrefundable/non-returnable. However, such expenses of Performer will only be reimbursed to the extent permitted by Fla. Stat. §112.061 and FIU Policy 1110.060 Travel: University Travel Expense Policy and only to the extent such expenses are supported by written, itemized and paid invoices submitted by Performer to FIU.

16. **No counterparts; facsimile signatures allowed.** This Agreement may not be executed in counterparts. The Agreement, along with any and all Exhibits, may be executed and delivered by facsimile signature by any of the parties to the other parties; to the extent permissible under Florida law, a facsimile signature shall have the same legal force and effect as an original signature and the receiving party may rely on the receipt of such document so executed and delivered by facsimile signature as if the original had been received.
The duly authorized representatives of the parties execute this Entertainment Performance Agreement.

**PERFORMER:**

[Signature]

[PRINT NAME] Alexander L. Perez

Date 02/10/14

**FIU: THE FLORIDA INTERNATIONAL UNIVERSITY BOARD OF TRUSTEES**

<table>
<thead>
<tr>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jimmy Carmenate CPA</td>
<td></td>
</tr>
</tbody>
</table>

| PRINT NAME | |
| Sr. Associate Controller and Director of Purchasing | |

Title

By signing I confirm that the funds for this purchase are available and approved for use and that the information in the Agreement.

Accountable Officer (Business Unit Approver) Date

Complete after Services are rendered:

I certify the above services have been rendered and the statements shown are correct and the Payee was not otherwise employed by the State of Florida during the time period covered by this Agreement.

Accountable Officer Date

<table>
<thead>
<tr>
<th>Cost Center</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department Contact Information</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name:</th>
<th>Email:</th>
<th>Phone:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account Code:</td>
<td>Activity Nbr:</td>
<td>Cost PID:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Task:</th>
<th>Budget Ref:</th>
<th>Amount:</th>
<th>Vendor ID:</th>
</tr>
</thead>
</table>

Optional fields, use if applicable:

- **Cost PID** - To track expenses related to faculty allocations.
- **Task** - To track expenses that have a similar purpose as assigned, for example, Critical Investments.
- **Budget Ref** - To track specific years for Financial Aid and COM only.

OR

- **Project:**
- **Fund:**

Optional field, use if applicable: Fund - To be used for Cost Share only.
The duly authorized representatives of the parties execute this Entertainment Performance Agreement.

PERFORMER:  

Signature:  

Date:  

Alexander L. Perez  

(Print Name)  

Title:  

FIU: THE FLORIDA INTERNATIONAL UNIVERSITY BOARD OF TRUSTEES  

Signature:  

Date:  

Jimmy Carmenate CPA  

(Print Name)  

Sr. Associate Controller and Director of Purchasing  

Title:  

By signing I confirm that the funds for this purchase are available and approved for use and that the information in the Agreement.

Accountable Officer (Business Unit Approver)  

Date:  

Complete after Services are rendered:

I certify the above services have been rendered and the statements shown are correct and the Payee was not otherwise employed by the State of Florida during the time period covered by this Agreement.

Accountable Officer  

Date:  

Cost Center

<table>
<thead>
<tr>
<th>Name:</th>
<th>Email:</th>
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<th>Account Code:</th>
<th>Activity Nbr:</th>
<th>Cost PID:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Task:</td>
<td>Budget Ref:</td>
<td>Amount:</td>
<td>Vendor ID:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Optional fields, use if applicable:  

Cost PID - To track expenses related to faculty allocations.  

Task - To track expenses that have a similar purpose as assigned, for example Critical Investments.  

Budget Ref - To track specific years for Financial Aid and COM only.  

OR

<table>
<thead>
<tr>
<th>Project:</th>
<th>Fund:</th>
</tr>
</thead>
</table>

Optional field, use if applicable: Fund - To be used for Cost Share only
### Event Audit Report

<table>
<thead>
<tr>
<th>Organization/Department:</th>
<th>Broward SGA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representatives Name:</td>
<td>Diana Arcentales</td>
</tr>
<tr>
<td>Event:</td>
<td>Miami Heat Game Signature Event at American Airlines Arena</td>
</tr>
<tr>
<td>Date/Time/Location:</td>
<td>Friday, April 4, 2014 from 6:30 PM - 10:30 PM</td>
</tr>
</tbody>
</table>

### Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Students</th>
<th>Community</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>92</td>
<td>100</td>
<td>200</td>
</tr>
</tbody>
</table>

### SGC Financial Support

<table>
<thead>
<tr>
<th>Amount Funded</th>
<th>Amount Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>$11,015.00</td>
<td>$11,015.00</td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished?
Yes! The students enjoyed the Miami Heat Signature Event.

What was positive about this event? Why?
The students were thrilled to attend the Miami Heat Signature Event! They were appreciative of the FREE entry tickets and the FREE $15 value food vouchers, all funded by Broward SGA/BBC SGA.

What was negative about this event? Why?
Nothing

Should this event be done again next year?
Yes! The students appreciated this event and look forward more in the future. Thank you.

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales | Date: April 9, 2014
Advisor's Signature: | Date: April 9, 2014
Attention Fiu Broward Pines Center Students:

Limited Tickets Available. Must be a current Fiu Broward Pines Center Student to participate.

Via your Fiu Email Only
Tuesday, March 18th @ 12 Noon
Ticket Request Form & Event Details Will Go Live

The American Airlines Arena

Feel The Heat

Friday, April 17th

Save The Date
<table>
<thead>
<tr>
<th>Order#</th>
<th>78999</th>
</tr>
</thead>
<tbody>
<tr>
<td>Order Date</td>
<td>11/14/13 2:52 pm</td>
</tr>
<tr>
<td>Status</td>
<td>Group Deposit Process</td>
</tr>
<tr>
<td>Priority#</td>
<td>N/A</td>
</tr>
<tr>
<td>Account#</td>
<td>10762187</td>
</tr>
</tbody>
</table>

**BILLING**

<table>
<thead>
<tr>
<th>Billing Phone</th>
<th>9544388633</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fax</td>
<td>9544388606</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:darcenta@flu.edu">darcenta@flu.edu</a></td>
</tr>
</tbody>
</table>

**SHIPPING**

<table>
<thead>
<tr>
<th>Billing Phone</th>
<th>9544388633</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fax</td>
<td>9544388605</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:darcenta@flu.edu">darcenta@flu.edu</a></td>
</tr>
</tbody>
</table>

**BOX-OFFICE ORDER REQUEST**

- Minnesota Timberwolves
- Date/Time: 04-Apr-2014 7:30 pm
- Quantity: 200
- Price: $8,000.00

**INVOICE**

(c) 2003-0 Miami Heat Ltd Partnership
Order# 78999
Order Date 11/14/13 2:52 pm
Status Group Deposit Process
Priority# N/A
Archtics# 10762187

Promotion 2013 - 14 Group Tickets
Shipping Carrier N/A
DL#
Licensee Name
Licensee Acc#
Loga#
Payment Option Full Payment
FULL PAYMENT
Charge Per Month $0.00
Payment Info
Payment Method CCard
Card# ****-****-****-6893
Exp Date **/**
Check#

Prorated Amount $-
Discount $-
ParkingPrice $-
HandlingFee $ 15.00
Deposit $-
Balance Due $ 8,015.00

Amount Charged $8,015.00
Diana O Arcentales

$8,015.00

I hereby agree to the above rules and regulations, to pay the above amounts and if I have elected credit card payments, I authorize The Miami HEAT to charge my credit card as set forth above:
Customer Name Diana O Arcentales

Date 11/18/13
Place FIU Broward Arena

11/18/13 1:19 pm
INVOICE (c) 2003-0 Miami Heat Ltd Partnership
Levy Restaurants at the AmericanAirlines Arena
601 Biscayne Boulevard
Miami, FL 33132-1801 United States of America
Telephone Number: (786) 777-2076
Tax Number: (786) 777-2020
E-mail: isantos@levyrestaurants.com

Contact: Adam Ramos
Mailing Address: Miami HEAT
E-mail: aramos@heat.com
Referred By: Internal Customer

Day/Date | Start/End Time | Location | Function | Set-Up | Est | Gte | Set | P/P Fee
---|---|---|---|---|---|---|---|---|
Fri., 4/4/14 | 7:30PM- 8:30PM | Main Concourse | Vouchers | | | | |

### FOOD

<table>
<thead>
<tr>
<th>QTY</th>
<th>PRICE</th>
<th>TOTAL</th>
</tr>
</thead>
</table>

### BEVERAGE

<table>
<thead>
<tr>
<th>QTY</th>
<th>PRICE</th>
<th>TOTAL</th>
</tr>
</thead>
</table>

### SET-UP & SERVICE

| 7:30 PM / MAIN CONCOURSE / VOUCHERS |
| VOUCHERS |
| 200 | $15.00 | $3,000.00 |

### ESTIMATED CHARGES (Actual Charges Presented At Conclusion of Event)

<table>
<thead>
<tr>
<th>Charges</th>
<th>Service Charge 21.00%</th>
<th>Subtotal</th>
<th>Tax 1 Rate</th>
<th>Tax 1</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facility Rental</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>7.0000%</td>
<td>$0.00</td>
</tr>
<tr>
<td>Food</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>8.0000%</td>
<td>$0.00</td>
</tr>
<tr>
<td>Beverage</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>8.0000%</td>
<td>$0.00</td>
</tr>
<tr>
<td>Set-Up</td>
<td>$3,000.00</td>
<td>$0.00</td>
<td>$3,000.00</td>
<td>8.0000%</td>
<td>$0.00</td>
</tr>
<tr>
<td>Grand Totals</td>
<td>$3,000.00</td>
<td>$0.00</td>
<td>$3,000.00</td>
<td>8.0000%</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

Method of Payment: HEAT Direct Bill
Payments Received: $0.00
Balance Due: $3,000.00

CUSTOMER ACCEPTANCE: The undersigned accepts the responsibility for the service and prices listed in this agreement.

Signature: [Signature]
Date: [Date]

Company: Miami HEAT
Event Date: Friday, April 4, 2014

FIU Broward Pines Vouchers- HEAT vs. Minnesota - 4/4/2014 (Page 1 of 1)
Event Number: AA11080, Site: AmericanAirlines Arena
Printed: November 25, 2013 - 8:14 PM
Event Audit Report

Organization/Department: International Student & Scholar Services
Representatives Name: Ariel Ortiz  Position: Coordinator
Phone: 305-919-4813  Advisor: Ariel Ortiz
Event: Ice Cream Social
Date: 5/14/2013  Time: 1PM - 3PM  Location: WUC 363

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students: 24  Community: 0  Faculty/Staff: 15  Total: 39</td>
<td>Opening Balance: $154.88</td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished?
Yes, the purpose was accomplished, which was to meet and greet new and returning international students.

What was positive about this event? Why?
Good turnout, students got the opportunity to interact with each other and staff.

What was negative about this event? Why?
Ice cream ran out. Possibly plan for more next event.

Should this event be done again next year?
Yes

Please attach any articles, flyers, or photos.

Signature:  Date: 05/15/2013
Advisor's Signature:  Date: 05/15/2013
ISSS Invites You to Join Us for our:

Ice Cream Social

Meet/Greet New & Returning International Students This Summer

When: Tuesday May 14th
Time: 1pm – 3pm
Where: W.U.C 363

Bring a friend, or Two!!

Sponsored by the Office of International Student & Scholars | Funded by SGA B
Customer Information

First Name: Vanina
Last Name: Granell
Organization/Department: BBC ISSS
Email: vgranell@flu.edu
Phone: 305-919-5813
Office Location: WUC 363
Fax: 305-919-4824
Tax Exempt: True
Exempt Info: school

Payment Information

Payment Type: Credit Card Form

Event Information

Guest Count: 35
Pick-up/Delivery Date: Tuesday, 5/14/2013
Room: WUC
Availability: 12:00 PM
Time: 1:00 PM
Set By Time: 12:30 PM
Event Start Time: 3:00 PM
Event End Time: 3:00 PM

FOOD

**Top Your Own Ice Cream Bar**

Includes Vanilla and Chocolate Ice Cream, Raspberry and chocolate sauce, crushed pineapple in sauce, Sprinkles and marshmallow, Whipped Cream and Cherries.

Additional Ice Cream Flavors are available upon request. Please ask your event specialist for details.

<table>
<thead>
<tr>
<th>Qty</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>35</td>
<td>$3.75</td>
<td>$131.25</td>
</tr>
</tbody>
</table>

Order Summary

| Food | $131.25 |

Order Totals

| Sub Total | $131.25 |
| Delivery Charge | $23.63 |
| Order Total | $154.88 |
| Balance Due | $154.88 |

**Order**

Entry Method: Swiped

Amount: $154.88
Tax: $0.00
Total: $154.88

05/4 06:28:33
Inv #: 800881
Appr Code: 871496
Apprvd: Online

Customer Copy
THANK YOU
Event Audit Report

Organization/Department: International Student & Scholar Services
Representatives Name: Vanina Granell Position: Assistant Director
Phone: 305-919-5813 Advisor: NA
Event: International Student Orientation
Date: 05/10/2013 Time: 9am-12pm Location: WUC 363

Attendance (please attach sign-in sheet)
Students: 9 Community: 0
Faculty/Staff: 2 Total: 11

SGC Financial Support
Opening Balance: 235.57
Amount Spent: 100.00
Closing Balance: 135.57

What was the purpose of this event? Was that purpose accomplished?
To inform new International students of immigration rules and regulations and their responsibilities as F-1 students. Also to welcome new students, inform them of FIU resources, involvement opportunities, and prepare them for their first semester at FI

What was positive about this event? Why?
See attached evaluation

What was negative about this event? Why?
See attached evaluation

Should this event be done again next year?
Yes.

Please attach any articles, flyers, or photos.

Signature: [signature] Date: 05/10/2013
Advisor's Signature: [signature] Date: 05/10/2013

Biscayne Bay Campus, WUC 301, North Miami 33181 • (305) 919-5680 • Fax: (305) 940-4060 • studentaffairs@fiu.edu
Revised November 2011
INTERNATIONAL STUDENT ORIENTATION

*All new & transfer International Students are REQUIRED to attend*

When: Friday, May 10th, 2013
Where: WUC 363
Time: 9:00am

Breakfast served at 8:30am
### Summer 2013 A/C Term
**ISSS BBC International Student Orientation Evaluation**

**Date:** May 10, 2013

**Completed evaluations:** 9

<table>
<thead>
<tr>
<th>Department/Program</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hospitality Management</td>
<td>7</td>
</tr>
<tr>
<td>Journalism and Mass Communication</td>
<td>1</td>
</tr>
<tr>
<td>Other</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Home Country</th>
<th>Count</th>
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</thead>
<tbody>
<tr>
<td>Venezuela</td>
<td>1</td>
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<tr>
<td>China</td>
<td>5</td>
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<tr>
<td>Japan</td>
<td>1</td>
</tr>
<tr>
<td>Canada</td>
<td>1</td>
</tr>
<tr>
<td>Colombia</td>
<td>1</td>
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</table>

<table>
<thead>
<tr>
<th>Degree Level</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor's</td>
<td>6</td>
</tr>
<tr>
<td>Master's</td>
<td>3</td>
</tr>
<tr>
<td>Doctorate</td>
<td></td>
</tr>
<tr>
<td>Certificate/Other</td>
<td></td>
</tr>
</tbody>
</table>

### Questions

1. I received appropriate information about F-1 student policies and procedures at FIU.

<table>
<thead>
<tr>
<th>Strongly Agree</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree</td>
<td>1</td>
</tr>
<tr>
<td>Neutral</td>
<td></td>
</tr>
<tr>
<td>Disagree</td>
<td></td>
</tr>
<tr>
<td>Strongly Disagree</td>
<td></td>
</tr>
</tbody>
</table>
2 Information was presented in an organized and effective manner.

| Strongly Agree | 8 |
| Agree | 1 |
| Neutral | |
| Disagree | |
| Strongly Disagree | |

3 I feel more knowledgeable about Immigration Regulations.

| Strongly Agree | 8 |
| Agree | 1 |
| Neutral | |
| Disagree | |
| Strongly Disagree | |

4 ISSS staff made me feel welcomed to FIU.

| Strongly Agree | 8 |
| Agree | 1 |
| Neutral | |
| Disagree | |
| Strongly Disagree | |

5 ISSS staff appropriately addressed my questions in a professional and courteous manner.

| Strongly Agree | 8 |
| Agree | 1 |
| Neutral | |
| Disagree | |
| Strongly Disagree | |

Comments:

You did the best! Great job! Thank you very much!

Everything is perfect. You’re amazing! Including the food.
<table>
<thead>
<tr>
<th>P.O. Number</th>
<th>Terms</th>
<th>Rep</th>
<th>Ship</th>
<th>Via</th>
<th>F.O.B.</th>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Due on receipt</td>
<td>5/10/2013</td>
<td></td>
<td></td>
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</tr>
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</table>

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item Code</th>
<th>Description</th>
<th>Price Each</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>10</td>
<td>Continental Breakfast</td>
<td>Assorted Bagels, Fresh Baked Muffins, Danish, Cream Cheese Plater, Assorted Juices, Fresh Fruit Salad, Paper Goods</td>
<td>7.99</td>
<td>79.90</td>
</tr>
<tr>
<td>1</td>
<td>Delivery</td>
<td>FIU-- WUC363 Vanina Granell 305-919-5813</td>
<td>20.10</td>
<td>20.10</td>
</tr>
</tbody>
</table>

**Total** $100.00
# Event Audit Report

**Organization/Department:** International Student & Scholar Services  
**Representatives Name:** Ariel Ortiz  
**Position:** Assist. Dir.  
**Phone:** 305-919-5813  
**Advisor:** Ariel Ortiz  
**Event:** International Student Orientation - Summer  
**Date:** 05/09/2014  
**Time:** 9:00AM  
**Location:** WUC 363

## Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Students</th>
<th>Community</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Faculty/Staff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2</td>
</tr>
</tbody>
</table>

## SGC Financial Support

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>994.64</td>
</tr>
<tr>
<td>Amount Spent</td>
<td>104.29</td>
</tr>
<tr>
<td>Closing Balance</td>
<td>890.35</td>
</tr>
</tbody>
</table>

## What was the purpose of this event? Was that purpose accomplished?

To provide new international students with important immigration information, office policies, procedures and services.

## What was positive about this event? Why?

Students got the information and it was very helpful to get them started here at FIU.

## What was negative about this event? Why?

The turnout was not as expected, we do not get as many students admitted during the summer semester.

## Should this event be done again next year?

Yes. Is important for all International Students to attend orientation.

Please attach any articles, flyers, or photos.

**Signature:** [Signature]  
**Date:** 05/09/2014  
**Advisor’s Signature:** [Signature]  
**Date:** 05/09/2014

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Biscayne Bay Campus, WUC 301, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-4060 • sgabbc.fiu.edu  
Revised November 2011
Summer 2014 Immigration Orientation
Friday, May 9, 2014 9:00am WUC 363

8:30 - 9:10am  Check-In & Breakfast
9:10 - 9:20am  Introductions & Ice Breaker
9:20 - 9:30am  ISSS Services and Operations
9:30 - 10:00am Friendly Reminders About FIU & Advice on Living in Miami
10:00 - 10:05am Health & Safety
10:05 - 10:40am Immigration Regulations
10:40 - 10:45am Immigration Quiz Game
10:45 - 11:00am Your Rights and Responsibilities
11:00 - 11:10am Immigration Learning Assessment & Evaluation
11:10 - 11:30am The American Classroom
11:30 - 11:40am Reminders & Thank you
11:40am - 12:00pm Questions and Answers
North Shore - Pharmacy on 1st Level
6876 Collins Ave.
Miami Beach, FL 33141
Store Manager: Curt Leonor
305-864-7405

OJ W/CAL TROP 5/4 6.79 F
NESTLE PURE LIFE
1 @ 2 FOR 7.00 3.50 F
You Saved 0.49
"HOT" CROQUETTES 11.04 T
PEPSI COLA
1 @ 2 FOR 6.00 3.00 T F
You Saved 0.99
FRESH FRUIT PLTR S 25.99 T F

Order Total 50.32
Grand Total 50.32
Credit Payment 50.32
Change 0.00

TAX FORGIVEN 2.80

Savings Summary
Special Price Savings 1.48

Your Savings at Publix 1.48

Presto!
Reference #: 529055-003
Trace #: 0010019791
Acct #: XXXXXXXXXXXX0476
Purchase VISA
Amount: $50.32
Auth #: 097999

Your cashier was Nelson
05/09/2014 7:15 S1382 R152 6836 C0814

Love to shop here. Love to save here.
Visit publix.com/save

Publix Super Markets, Inc.
Einstein Bros Bagels
Store # 3320
16840 Collins Ave
305-957-8938

ToGo149

Host: 05/09/2014
ToGo149 7:33 AM
10025

Order Type: TOGO

Sweets Box Doz 28.99
1/2 Dozen Bagel Box 8.99
House Coffee Joe ToGo 15.99

Subtotal 53.97
Tax Exempt #858015139088CO 0.00

TOGO Total 53.97

VISA #xxxxxxxxxx0476 53.97
Auth:013978

SIGNATURE: _______________________

HOW DID WE DO?
Complete our survey at bageltalk.com for a FREE Reg Coffee/Med Fountain w/ purchase!
Fill out & bring the info below to redeem:
PLU________________________
Validation Code________________

--- Check Closed ---
INTERNATIONAL STUDENT ORIENTATION

All new & transfer International Students are REQUIRED to attend.

When: Friday, May 9th, 2014
Where: WUC 363
Time: 9:00am
### Event Audit Report

**Organization/Department:** Broward SGA

**Representatives Name:** Diana Arcentales  
**Phone:** 6-8633

**Position:** Coord., Student Life  
**Advisor:** Marisa Salazar, Asst. Direc.

**Event:** Summer 2014 Days of Welcome (Broward Pines Center Lobby)

**Date/Time/Location:** Mon. & Tues., May 12th & 13th, 2014 from 4:30-6:30PM

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
</table>
| Students: 247  
Community: 5  
Faculty/Staff: 19  
Total: 271 | **Amount Funded:** $775.00  
**Amount Spent:** $775.00 |

**What was the purpose of this event? Was that purpose accomplished?**
Yes! The students enjoyed the Summer 2014 Welcome Days event.

**What was positive about this event? Why?**
The students were thrilled with their complimentary Jamba Juice smoothies on Monday and then their Binggo flaky ice creams on Tuesday. They also liked their giveaways: shirts, hats, sunglasses, staplers, note pads, post it books, pens, pencils, file folders and shampoo samples, which were all in our inventory. The students appreciated this event funded by Broward SGA/BBC SGA.

**What was negative about this event? Why?**
Nothing

**Should this event be done again next year?**
Yes! The students enjoyed this event and look forward to more in the future. Thank you.

Please attach any articles, flyers, or photos.

**Signature:** Diana Arcentales  
**Date:** May 14, 2014

**Advisor’s Signature:**  
**Date:** May 14, 2014
Summer Welcome Days

Monday, May 12th

Fresh fruit smoothies*
Assorted flavors

Tuesday, May 13th

Ice cream food truck*
Assorted flavors & toppings

4:30 p.m. - 6:30 p.m.
FIU Broward Pines Center
Main Lobby

\*Strawberries limited. First come, first served.

Free FIU gear

sponsored by: 

Biscayne Bay Campus and
Broward Pines Center
<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ec3 Mango-A-Go-Go</td>
<td>50</td>
<td>4.00</td>
</tr>
<tr>
<td>Ec3 Strawberries Wild</td>
<td>50</td>
<td>4.00</td>
</tr>
</tbody>
</table>

**Subtotal** 400.00

**Tax** 0.00

**Total** 400.00

**Payment Method:** VISA

**Authorization:** 058099

**Approval:** 658099

**Retrieval:** 00000013880569/2097221

**Amount:** $400.00

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

--- Check Closed ---

--- Jamba Juice ---

Inspire and Simplify
Healthy Living

--- Jamba.com ---

--- Welcome Daye Summer 2014 ---

FIU Broward Pine Center
50 Strawberry + 50 Mango Smoothies = 100 ct.
Square <noreply@messaging.squareup.com>  
Tuesday, May 13, 2014 6:59 PM  
Diana Arcentales  
Receipt from BINGGO, LLC

---

BINGGO, LLC

Welcome Days Summer 2014
FIA Broward Pines Center
75 ice cream X $5 each = $ 375.00

Custom Amount

Total

REACH US AT
(954) 934-5834

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