2014

SGA Event Audit Reports 2014-2015

Student Government Association BBC, Florida International University

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Student Government Association
Event Audit Reports
July 2014 – June 2015
**Event Audit Report**

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

**Representatives Name:** Ariel Ortiz  
**Position:** Asst. Director

**Phone:** 65813  
**Advisor:** Ariel Ortiz

**Event:** International Student Orientation

**Date:** 8/22/2014  
**Time:** 9:00am  
**Location:** WUC 244

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
</table>
| Students: 108  
Faculty/Staff:  
Total: 108| Opening Balance: $3,500.00  
Amount Spent: $1,419.00  
Closing Balance: $2,081.00 |

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

To provide an orientation for incoming international students. Yes it was accomplished. (Please see evaluation)

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

The one positive thing about this event was the record breaking attendance for the orientation because this was most students that has ever attended orientation.

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

The negative part about this event was there was not enough room for the icebreaker because there was another organization in the other room.

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

Yes, because it is essential for incoming international students.

Please attach any articles, flyers, or photos.

**Signature:** [Signature]  
**Date:** 9/2/2014

**Advisor's Signature:** [Signature]  
**Date:** 9/2/2014

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

Revised November 2011
INTERNATIONAL STUDENT ORIENTATION

All new & transfer International Students are REQUIRED to attend

When: Friday, August 22nd, 2014
Where: WUC 244 (Ballroom)
Time: 9:00am
Panther Premier Events and Catering at Biscayne Bay Campus

(305) 910-5322

Customer Information

First Name: Ariel
Last Name: Ortiz
Organization: International Student & Scholar Services
Department: Services
Phone: 65813
Office Location: wuc 363
Fax: Iramirez
Tax Exempt: True
Exempt Info: FIU

Delivery / Pickup Information

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

Event Information

Guest Count: 100
Pick-up/ Delivery Date: Friday, 8/22/2014
Room Availability: 7:00 AM
Time: 
Set By Time: 8:00 AM
Event Start Time: 8:30 AM
Event End Time: 10:00 AM

Food

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>International Breakfast</td>
<td></td>
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<tr>
<td>Home Fries</td>
<td>100</td>
<td>$9.00</td>
<td>$900.00</td>
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<tr>
<td>Scramble Eggs</td>
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<td>Fruit Platter for 30 PP</td>
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<td>60 Parfaits</td>
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<td>3 Gal. Coffee</td>
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<td>3 Gal. Hot Tea</td>
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<td>Iced Water</td>
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</table>

Order Summary

Food
$900.00

* 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 Totals

Sub Total: $900.00
Order Total: $900.00

Payment Summary

Payment: W1483-Visa ending with 0476
8/27/2014 2:00:55 PM
Balance Due: $0.00

Estimate #27229

https://pantherdining.catertrax.com/shopa_formatorderINV.asp?orderid=27229&idfield=or... 8/27/2014
Wolfe University Administration Office
Wolfe University Center
3000 N.E. 151 Street, WUC 325
North Miami FL 33181
305-919-5800 / 305-919-5638

Invoice

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

Reservation: 6475
Event Name: International Orientation
Status: Web Hold
Phone: (305) 919-4813
Fax: (305) 919-4824
Event Type: FIU Official Orientation
Event Coordinator: Steven James
2nd Contact: Nancy Hernandez
Phone: (305) 919-5813

Bookings / Details
Quantity | Price | Amount
--- | --- | ---
1 | $325.00 | $325.00
1 | $45.00 | $45.00
1 | $54.00 | $54.00

I acknowledge that I have reviewed the Instructions for Reserving Rooms and Production Equipment Procedures. (These can be found in our Reservation Packet for General Public and Non-Profit Groups or on wuc.fiu.edu).

Print Name: Ariel
Signature & Date: 8/29/14

WUC Administration Signature & Date

Friday, August 22, 2014
9:00 AM - 1:00 PM International Orientation (Confirmed) WUC WUC 244B

Reserved: 8:00 AM - 2:00 PM
See Diagram for 120
Room Charge: $325.00

AV requirements description:
Projector, Screen, Sound system.
Will bring own laptop (pc)

AV Equipment:
1. LCD Projector Sanyo (Ballroom B) $45.00
2. Hardwired Digital LCD Projector $45.00
3. Projector Screen (20x20) (Ballroom B) $54.00

8/28/2014 1:51 PM SJ
<table>
<thead>
<tr>
<th>Bookings / Details</th>
<th>Quantity</th>
<th>Price</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>White electric drop down screen for use with projectors.</td>
<td></td>
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<tr>
<td>Microphone (Wired)</td>
<td>1</td>
<td>$6.00</td>
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<tr>
<td>A microphone that requires an XLR cable.</td>
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<td>Subtotal</td>
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<td>$430.00</td>
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<td>Grand Total</td>
<td></td>
<td>$430.00</td>
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## Invoice

**Invoice Number:** 14081116  
**Invoice Date:** Aug 11, 2014

Sold To: FLORIDA INTERNATIONAL UNIV  
BISCAYNE BAY CAMPUS  
3000 NE 151ST ST WUC 141  
NORTH MIAMI, FL 33181

Ship To: FLORIDA INTERNATIONAL UNIV  
BISCAYNE BAY CAMPUS  
3000 NE 151ST ST WUC 363  
NORTH MIAMI, FL 33181

<table>
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<tr>
<th>Customer ID</th>
<th>Customer PO</th>
<th>Description</th>
<th>Shipping Method</th>
<th>Approval Code</th>
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<tbody>
<tr>
<td>FIUBISCAYNE</td>
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<td>Airborne</td>
<td>063118</td>
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<tr>
<th>Quantity</th>
<th>Unit Price</th>
<th>Extension</th>
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<tr>
<td>10</td>
<td>8.50</td>
<td>85.00</td>
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**Description:**  
2 PC MAG - SHANNON; EDDIE; CONSELO; ANA; VIKASH; DANIELA; JANNEL; JINGYI; JESSICA; FRANCESCA; ANCHELIA

**please note invoice number on your check**

**OR fill in the information below and fax to our office**


**VISA/MC # ___________________**

**Exp Date: ______ 3 Digit Sec. Code from back of card __________**

**Signature: ___________________**

**Subtotal: 85.00**

**Sales Tax: 4.00**

**Shipping/Handling: 0.00**

**Credits: 89.00**

**Total: 0.00**
**Fall 2014 International Student Orientation Evaluation**

Last Modified: 09/02/2014

### 1. Where is your file located?

<table>
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<tr>
<th>#</th>
<th>Answer</th>
<th>Response</th>
<th>%</th>
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<tbody>
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<td>1</td>
<td>Biscayne Bay Campus (BBC) Modesto Maidique Campus (MMC)</td>
<td>89</td>
<td>98%</td>
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<td>Total</td>
<td>91</td>
<td>100%</td>
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<th>Statistic</th>
<th>Value</th>
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<td>Min Value</td>
<td>1</td>
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<td>Max Value</td>
<td>2</td>
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<td>Mean</td>
<td>1.02</td>
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<td>Variance</td>
<td>0.02</td>
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<td>Standard Deviation</td>
<td>0.15</td>
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<td>Total Responses</td>
<td>91</td>
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2. What is your department/program?

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<th>Text Response</th>
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<td>Architecture and Fine Arts</td>
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<td>Communications</td>
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<td>Creative Writing</td>
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### 5. I received appropriate information about F-1 student policies and procedures at FIU.

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<td>1</td>
<td>1%</td>
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<td>5</td>
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<td>0%</td>
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6. Information was presented in an organized and effective manner.

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7. I feel more knowledgeable about Immigration Regulations

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8. ISSS staff made me feel welcomed to FIU

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9. ISSS staff appropriately addressed my questions in a professional and courteous manner.

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</tr>
<tr>
<td>like home. Thanks alot!!</td>
<td></td>
</tr>
<tr>
<td>Nothing is better than the presentations</td>
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</tr>
<tr>
<td>Thanks a lot for your help</td>
<td></td>
</tr>
<tr>
<td>Thanks a lot for your help. That makes it easy</td>
<td></td>
</tr>
<tr>
<td>Be more interesting</td>
<td></td>
</tr>
<tr>
<td>Great presentation that make us realize what a real college life will be.</td>
<td></td>
</tr>
<tr>
<td>Thanks all you guys!</td>
<td></td>
</tr>
<tr>
<td>Sounds nice and I love it! Cool!</td>
<td></td>
</tr>
<tr>
<td>Perfect!</td>
<td></td>
</tr>
<tr>
<td>Very nice and warm. Thank you!</td>
<td></td>
</tr>
<tr>
<td>Excellent</td>
<td></td>
</tr>
<tr>
<td>Excellent!</td>
<td></td>
</tr>
<tr>
<td>Good</td>
<td></td>
</tr>
<tr>
<td>Very helpful for freshman</td>
<td></td>
</tr>
<tr>
<td>Hope have more communication with all of you in the future</td>
<td></td>
</tr>
<tr>
<td>We're warmly welcomed! Thank you!</td>
<td></td>
</tr>
<tr>
<td>Amazing!</td>
<td></td>
</tr>
<tr>
<td>How can I join the club?</td>
<td></td>
</tr>
<tr>
<td>All the staff were nice to me. Really nice to be invited to this meeting</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Statistic</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Responses</td>
<td>18</td>
</tr>
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</table>
Event Audit Report

Organization/Department: Broward SGA (FIU at I-75)

Representatives Name: Diana Arcentales  Position: Student Life coord

Phone: 954-438-8633  Advisor: Marisa Salazar, Asst. Director

Event: Week of Welcome Fall 2014 (M - Th., Aug. 25-28 & Saturday, Sept. 6th)

Date: 08/25-28/2014  Time: 4:30-6:30 PM  Location: FIU at I-75 in Miramar

Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Students</th>
<th>Community</th>
</tr>
</thead>
<tbody>
<tr>
<td>737</td>
<td>0</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Faculty/Staff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>752</td>
</tr>
</tbody>
</table>

SGC Financial Support

<table>
<thead>
<tr>
<th>Opening Balance:</th>
<th>$76,557.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Spent:</td>
<td>$3,627.36</td>
</tr>
<tr>
<td>Closing Balance:</td>
<td>$72,929.64</td>
</tr>
</tbody>
</table>

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

The purpose for the Week of Welcome Fall 2014 event is to welcome students to a new semester (new school year) at our new location at FIU at I-75.

What was positive about this event? Why?

The event was very positive and the students were thrilled to receive their complimentary Jamba Juice smoothies, snack bars, student agendas, shampoo samples, Javelin stylus pens & Red Bull beverages.

What was negative about this event? Why?

Nothing

Should this event be done again next year?

Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

Please attach any articles, flyers, or photos.

Signature:  Date: 9/10/14

Advisor's Signature:  Date: 9/10/14
FLORIDA INTERNATIONAL UNIVERSITY

WEEK OF WELCOME

FIU at I-75

Monday – Thursday
August 25-28 @ 4:30 PM – 6:30 PM

Saturday
September 6 @ 11:30 A – 1:30 PM

3rd Floor by Elevators
LIMITED QUANTITIES / 1st COME – 1ST SERVED

STUDENT AGENDAS
GIVEAWAYS
SNACKS

JAMBA JUICE SMOOTHIES
(MON-THURS ONLY)
Limited Quantities
FLORIDA INTERNATIONAL UNIVERSITY

WEEK OF WELCOME

FIU at I-75

Saturday,
September 6
@ 11:30 AM - 1:30 PM

3rd Floor by Elevators
LIMITED QUANTITIES
1st COME - 1ST SERVED

GIVEAWAYS
STUDENT AGENDAS
SNACKS
RED BULL Beverages
Limited Quantities

SGA
FIU at I-75
Week of Welcome Fall 2014
Denise Annable 8/20/14

Walmart
Save money. Live better.

WESTON
MANAGER DENISE SHAHEEN
161 SW 184TH AVE
PEMBROKE PINES FL 33029
ST# 2591 DP# 00006067 TEL# 01 TR# 07980
954-442-5822
MANAGER

16 AT 1 FOR 3.48
SUBTOTAL 55.68
TOTAL 55.68
VISA TEND 55.68

ACCOUNT # ****** 6893 S
APPROVAL # 080944
SF # 00
RANS ID - 0584232480470517
VALIDATION - NL6
PAYMENT SERVICE - E
TERMINAL # 281098233
08/20/14 09:20:51
CHANGE DUE 0.00

# ITEMS SOLD 16
TCH 5835 2905 4137 2063 588

Try the new Savings Catcher today!
Go to walmart.com/SavingsCatcher
08/20/14 09:20:52

***CUSTOMER COPY***
**Walmart**

( 954 ) 442 - 6822

**MANAGER DENISE SHAHEEN**

151 SW 188TH AVE

PEMBROKE PINES FL 33029

<table>
<thead>
<tr>
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<th>Price</th>
</tr>
</thead>
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</tr>
<tr>
<td>Quaker Chex</td>
<td>00300031832</td>
<td>4.98</td>
</tr>
<tr>
<td>Quaker YGRT VP</td>
<td>00300032136</td>
<td>4.98</td>
</tr>
<tr>
<td>Quaker YGRT VP</td>
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<td>Fruit Snacks</td>
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<tr>
<td>Snack Bars</td>
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</tr>
<tr>
<td>RSE PFF TRTS</td>
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</tr>
<tr>
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</tr>
<tr>
<td>RK Treats</td>
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</tr>
<tr>
<td>RK Treats</td>
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<tr>
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</tr>
<tr>
<td>GLDNGRM Bars</td>
<td>016160045282</td>
<td>2.50</td>
</tr>
<tr>
<td>GLDNGRM Bars</td>
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<tr>
<td>RK Treats</td>
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<td>8.98</td>
</tr>
<tr>
<td>Quaker Dipp</td>
<td>00300031835</td>
<td>4.98</td>
</tr>
<tr>
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</tr>
<tr>
<td>Quaker Dipp</td>
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<td>4.98</td>
</tr>
<tr>
<td>Quaker YGRT VP</td>
<td>00300032136</td>
<td>4.98</td>
</tr>
<tr>
<td>Quaker YGRT VP</td>
<td>00300032136</td>
<td>4.98</td>
</tr>
<tr>
<td>Quaker YGRT VP</td>
<td>00300032136</td>
<td>4.98</td>
</tr>
<tr>
<td>Nat Val Bar</td>
<td>016160042268</td>
<td>6.98</td>
</tr>
<tr>
<td>Nat Val Bar</td>
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</tr>
<tr>
<td>Nat Val Bar</td>
<td>016160042268</td>
<td>6.98</td>
</tr>
</tbody>
</table>

**Subtotal** 196.06

**Nutri Grain** 003800035004 | 4.78
**Nutri Grain** 003800035004 | 4.78
**Quaker YGRT VP** 00300032136 | 4.98
**Quaker YGRT VP** 00300032136 | 4.98
**Nat Val Bar** 016160042268 | 6.98
**Nat Val Bar** 016160042268 | 6.98
**Nat Val Bar** 016160042268 | 6.98

**Subtotal** 236.62

**Total** 236.62

**VISA TEND 236.62**

**Account #** **** **** **** 6893 S

**Approval #** 032163

**Ref #** 00

**Trans ID** - 0304232498618266

**Validation - NC5**

**Payment Service - E**

**Terminal #** 281098266

**08/20/14 09:51:07**

**Change Due** 0.00

**# Items Sold** 53
TAX EXEMPT

Customer Name: ITIANA ABRANCHLES
Phone: (954) 433-8633

18419890393 FIRSTY WHT MD $17.82
FIRSTY WHT MD KRAFT
18 @ $0.99

ITEM DISCOUNT $2.53
- 10 OFF 65 $0.95
18419890461 RYL BLU MD K $31.68
YL BLU MD KRAFT
32 @ $0.99
ITEM DISCOUNT $4.50
10 OFF 65 $1.69
048419890461 RYL BLU MD K $14.85

RYL BLU MD KRAFT
15 @ $0.99
ITEM DISCOUNT $2.11
10 OFF 65 $0.79
18419890454 SUNSHINE YLW $34.65
SUNSHINE YLW MD KRAFT
35 @ $0.99
ITEM DISCOUNT $4.92
- 10 OFF 65 $1.85
14045101028 LG HLH TNK A $79.98

LLN TIME A LA CARTE
2 @ $39.99
ITEM DISCOUNT $11.35
10 OFF 65 $4.29
048419489146 54X108IN GLD $7.96
54X108IN GLD IC PLSTC
4 @ $1.99
ITEM DISCOUNT $1.13
- 10 OFF 65 $0.43
8013171115 COUPON $0.00
COME/TY 10 OFF 65
N. DISC 15.00%

SUBTOTAL $150.40
TAX $150.40

TOTAL $150.40

VISA $150.40

SUM = 107 YOU SAVED $36.54

CUSTOMER COPY
**Party City**

**NOBODY HAS MORE PARTY FOR LESS**

18452-18538 NW 67TH AVENUE
MIAMI, FL 33015
305 820-0320

**TAX EXEMPT**

Customer Name: DIANA ARCENTALES
Phone: (954) 438-8633

<table>
<thead>
<tr>
<th>Item Code</th>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>048419890461</td>
<td>RYL BLU MD K</td>
<td>69 @ $0.99</td>
<td>$68.31 *</td>
</tr>
<tr>
<td>048419890454</td>
<td>SUNSHINE YLW</td>
<td>34 @ $0.99</td>
<td>$33.66 *</td>
</tr>
<tr>
<td>048419890393</td>
<td>FRSTY WHT MD K</td>
<td>44 @ $0.99</td>
<td>$43.56 *</td>
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</tbody>
</table>

**SUBTOTAL** $145.53

**TOTAL** $145.53

**CR VISA** $145.53

**ITEMS = 147**

**CUSTOMER COPY**

STORE 510 TRN 23 REG 2
08-21-2014 11:21:29 AM

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
NOBODY HAS MORE PARTY FOR LESS

11460 PINES BLVD
PEMBROKE PINES, FL 33026
954 450-4990

TAX EXEMPT

* Name: DIANA ARCEANTALE*

19890461 RYL BLU MD K $53.46 *
RYL BLU MD KRAFT 4 @ $0.99
19890454 SUNSHINE YLM $35.64 *
SHINE YLM MD KRAFT 4 @ $0.99
1198903536 FIRSTY WHT MD $20.79 *
YWHT MD KRAFT 1 @ $0.99
45101002 LG HLM TNK A $79.98 *
5 TIME A LA CARTE 8 @ $39.99

TOTAL $189.87
TAL $189.87
VISA $189.87
NS = 113
SALE $189.87

CUSTOMER COPY

STORE 586 TRN 18 REG 1
08-21-2014 10:49:59 AM

10A 10H1 001 001G

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

✓
NOBODY HAS MORE PARTY FOR LESS

14804 PINES BLVD
PENMBROKE PINES, FL 33027
954 433-2272

TAX EXEMPT

Customer Name: DIANA ARCINTALES
Phone: (954) 438-8623

048419815662 FROSTY WH GFT MD $26.73 *
FROSTY WH GFT BAG MD
27 @ $0.99
048419815266 GIFT BAG MD $8.91 *
GIFT BAG MD YEL
9 @ $0.99
048419804178 RYL BLU GFT $26.73 *
RYL BLU GFT BAG MD
27 @ $0.99
048419805933 FROSTY WH GFT KRAFT $8.91 *
FROSTY WH GFT KRAFT
9 @ $0.99
STORE CPN 10.00 -

SUBTOTAL $61.28
TOTAL $61.28
CR VISA $61.28
ITEMS = 72

CR VISA SALE $61.28
XXXXXXXXXXXXXXX6893
APPR: 034918
JOURNAL: 03240109156965

CUSTOMER COPY

STORE 324 TRN 35 REG 1
08-27-2014 01:07:03 PM

ODC 10H7 001 01BB

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.
### Party City Receipt

**11460 PINES BLVD**  
Pembroke Pines, FL 33026  
954-450-4990

**TAX EXEMPT**

Customer Name: DIANA ARCENTALES  
Phone: (954) 438-8633

<table>
<thead>
<tr>
<th>Item Code</th>
<th>Description</th>
<th>Price</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>048419815266</td>
<td>Gift Bag MD</td>
<td>$21.78</td>
<td>1</td>
</tr>
<tr>
<td>048419815662</td>
<td>Frosty Wht Gift Bag MD</td>
<td>$1.99</td>
<td>2</td>
</tr>
<tr>
<td>04841980393</td>
<td>Ryl Blu MD K</td>
<td>$0.99</td>
<td>12</td>
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<tr>
<td>04841980461</td>
<td>Frosty Wht MD</td>
<td>$11.88</td>
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<tr>
<td></td>
<td>Frosty Wht MD Kraft</td>
<td>$0.99</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Frosty Wht MD Kraft</td>
<td>$0.99</td>
<td>1</td>
</tr>
</tbody>
</table>

**Subtotal** $36.63

**Total** $36.63

**CR VISA** $36.63

**Items** = 37

**CR VISA Sale** $36.63

**APPR.** 072130

**Journal:** 058601092446815!

---

*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.*
<table>
<thead>
<tr>
<th>Item Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ec3 Strawberries Wild</td>
<td>65</td>
<td>4.00</td>
<td>260.00</td>
</tr>
<tr>
<td>Ec3 Mango-A-Go-Go</td>
<td>60</td>
<td>4.00</td>
<td>240.00</td>
</tr>
</tbody>
</table>

Subtotal: 500.00  
Tax: 0.00  
Remove Tax Total: 500.00

**Card**
Card Number: (Redacted)  
Card Entry Method: K

**Approval**
Approval: 084542  
Retrieval: 000001853984506

Amount: $500.00

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

Signature: [Signature]

Jamba Juice  
Inspire and Simplify  
Healthy Living  
Jamba.com  
--- Check Closed ---
Jamba Juice
2024 N. Flamingo Rd.
Pembroke Pines FL 33028
(954) 885-9050

Host: Maria
FIU
REPRINT# 1

Ec3 Strawberries Wild (65 @4.00) 260.00
Ec3 Mango-A-Go-Go (60 @4.00) 240.00

Subtotal 500.00
Tax 0.00

Remove Tax Total 500.00

Balance Due 500.00

Jamba Juice
Inspire and Simplify
Healthy Living
Jamba.com
Jamba Juice
2024 N. Flamingo Rd.
Pembroke Pines FL 33028
(954) 885-9050

Host: Kelsey 08/27/2014
Cashier: Maria
FIU 2:20 PM
REPRINT# 1

Ec3 Strawberries Wild (65 @4.00) 260.00
Ec3 Mango-A-Go-Go (60 @4.00) 240.00

Subtotal 500.00
Tax 0.00

Offsite FR#1 Total 500.00

Server: Maria 08/27/2014
DOB: 08/27/2014
02:20 PM

Card #XXXXXXX6893
Card Entry Method: K

Approval: 008964
Retrieval: 00000001/046041

Amount: $ 500.00

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

Jamba Juice
Inspire and Simplify
Healthy Living
Jamba.com

--- Check Closed ---

Student Social Event
Jamba Juice
2024 N. Flamingo Rd.
Pembroke Pines Fl. 33028
(954) 885-9050

Host: Kelsey 08/28/2014
FIU 3:04 PM
REPRINT# 2 20158

Ec3 Strawberries Wild (90 $4.00) 360.00
Ec3 Mango-A-Go-Go (60 $4.00) 240.00

Subtotal 600.00
Tax 0.00

Offsite FR#1 Total 600.00

VISA
Auth:095220

600.00

Signature: [Signature]

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

[Signature]

Customer Copy
Diana Arcentales  
Coord Student Life  
Florida International University  
1930 SW 145th Ave Rm 316  
MIAMI FL 33027

**Shipping Address**  
Diana Arcentales  
Coord Student Life  
Florida International University  
1930 SW 145th Ave Rm 316  
MIAMI, FL 33027  
USA  
954-438-8633

---

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Colors (Barrel, Trim):</th>
<th>Qty</th>
<th>Item #</th>
<th>Unit $</th>
<th>Price$</th>
<th>Total$</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Javelin Stylus Pen - Metallic</td>
<td>Not Selected, Not Selected</td>
<td>1000</td>
<td>6551-ST-MET-24HR</td>
<td>0.5400</td>
<td>540.00</td>
<td>540.00</td>
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<tr>
<td>1</td>
<td>Set-Up Charge</td>
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**Tax**  
0.00

**Total Net**  
651.45

**Grand Total**  
651.45

**Received**  
651.45

**Total Due**  
0.00

---

**Procard Purchase**  

Diana Arcentales  
# 1041331
### Event Audit Report

**Organization/Department:** Broward SGA (FIU at I-75)  
**Representatives Name:** Diana Arcentales  
**Position:** Student Life coord  
**Phone:** 954-438-8633  
**Advisor:** Marisa Salazar, Asst. Director  
**Event:** Late Day Latte Fall 2014 (M - Th., Sept. 22-25) Outdoor Plaza location  
**Date:** 09/22-25/2014  
**Time:** 4:30-6:30 PM  
**Location:** FIU at I-75  

### Attendance (please attach sign-in sheet)
- **Students:** 484
- **Community:** 8
- **Faculty/Staff:** 20
- **Total:** 512

### SGC Financial Support

<table>
<thead>
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<th>Description</th>
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<tbody>
<tr>
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</tr>
<tr>
<td>Closing Balance</td>
<td>$56,711.23</td>
</tr>
</tbody>
</table>

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

The purpose for the Late Day Latte Fall 2014 event was to treat students to coffee and cookies at our new location at FIU at I-75.

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

The event was appreciated by the students. They were thrilled to receive their complimentary U-turn Espresso specialty coffee and assorted cookie snack packs.

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

Nothing

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

Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

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

**Signature:** Diana Arcentales  
**Date:** 10/20/14  
**Advisor's Signature:**  
**Date:** 10/20/14
FIU at I-75
Late Day Latte

FREE Hot & Iced Coffees
FIU Students

Monday - Thursday
September 22nd - 25th
4:30 p.m. to 6:30 p.m.
Outdoor Plaza

Sponsored by:
Biscayne Bay Campus and FIU at I-75

Like us @ facebook.com/fiu.broward
<table>
<thead>
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<th>Item</th>
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<th>Total</th>
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<td>CRACKERS</td>
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SUBTOTAL: 151.24
TOTAL: 151.24
VISA TEND: 151.24

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APPROVAL #: 042833
REF #: 265000326281
TRANS ID: 46260493847088
VALIDATION: KJK
PAYMENT SERVICE: E
TERMINAL #: 281098266

09/17/14 09:43:06
CHANGE DUE: 0.00

# ITEMS SOLD: 38
Late Day, Latte Fall 2014
9/24/14

Walmart
Save money. Live better.

(954) 442 - 5822
MANAGER DENISE SHAHEEN
161 Sw 184th Ave
Penbrooke Pines FL 33029

ST# 2591 OP# 00002323 TE# 11 TR# 03236
COOKIE 004400081200 F 3.98 0
COOKIE 004400081200 F 3.98 0
TRAY PACK 004400088032 F 3.98 0
CHPAHOYTRAY 004400088343 F 3.98 0
2410093996 02410093996 F 3.98 0
COOKIES 004400002024 F 3.98 0
NPL WTR 28PK 006827473529KF 3.48 0
NPL WTR 28PK 006827473529KF 3.48 0
NPL WTR 28PK 006827473529KF 3.48 0
NPL WTR 28PK 006827473529KF 3.48 0
NPL WTR 28PK 006827473529KF 3.48 0
COOKIES 004400002024 F 3.98 0
COOKIES 004400002027 F 3.98 0
COOKIES 004400002027 F 3.98 0
COOKIES 004400002027 F 3.98 0
SUBTOTAL 61.18
TOTAL 61.18
VISA TEND 61.18

ACCOUNT # 6893
APPROVAL # 005566
REF # 1042000314
TRANS ID - 164267597766546
VALIDATION - GRN6
PAYMENT SERVICE - E
TERMINAL # 281098271

09/24/14 12:36:16
CHANGE DUE 0.00

# ITEMS SOLD 16

Try the new Savings Catcher today!
Go to walmart.com/SavingsCatcher
09/24/14 12:36:16

***CUSTOMER COPY***

SAVINGS CATCHER
Download the Walmart app from http://wmt.co
Available on the App Store
GET IT ON Google Play
Scan this code with the app to compare prices & save more.
U-Turn Espresso LLC

How was your experience?

😊 ☹️

$313.96

FIU at I-75 x 94
($3.34 ea.)

Total

$313.96

Visa 6893 9/22/14, 6:51 PM

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Manage preferences for digital receipts

---

Late Day Latte
Fall 2014
Diego Amatales
#1044331
9/22/14
Monday
U-Turn Espresso LLC

How was your experience?

😊 ☹

$260.52

FIU at I-75 x 78 $260.52
($3.34 ea.)

Total $260.52

Visa 6893 9/24/2014, 6:44 PM

#HQKE

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Late Day Little  
Fall 2014  
Jane Arcastek  
# 1044331 
9/24/14 
Wednesday
U-Turn Espresso LLC

How was your experience?

($)400.80

FIU at I-75 x 120
($3.34 ea.)

Total $400.80

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Visa 6893

9/25/2014, 6:52 PM

Visa

#GRWZ

Maria Armentals

Late Day Latte
Fall 2014

#1044331

9/25/14

Thursday

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Event Audit Report

Organization/Department: International Student & Scholar Services
Representatives Name: Andre Dawson Position: Coordinator
Phone: 3059195813 Advisor:
Event: Trip to Bayside Marketplace (Tour of Miami)
Date: 09/06/2014 Time: 10am Location: FIU Shuttle Bus Stop

Attendance (please attach sign-in sheet) SGC Financial Support
Students: 80 Community:
Faculty/Staff: 4 Total: 84 Opening Balance: 1460.49

What was the purpose of this event? Was that purpose accomplished?
The Tour of Miami is an annual event that allows students to get familiar with Miami
by taking a tour of some of the local destinations, they embarked on a cruise which
brought them to famous homes and got a chance to shop at Bayside Marketplace.

What was positive about this event? Why?
The event allowed students, many of them their first time in the country to see
Miami, and interact with each other on the cruise and shopping experience.

What was negative about this event? Why?
Although the turn out was great, the lack of seating in Panther square made it
difficult for students to stay and eat and mingle.

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: [Signature] Date: 9/6/2014
Advisor's Signature: [Signature] Date: 9/6/2014

Biscayne Bay Campus, WUC 301, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-4060 • sgabbc.fiu.edu
Revised November 2011
Trip to Bayside & Boat Tour of Miami's Biscayne Bay

DATE: SATURDAY, SEPTEMBER 6, 2014
TIME: 10:00AM – 4:00PM
LOCATION: BAYSIDE MARKETPLACE
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)

Sponsored by International Student & Scholar Services & Student Government

For questions please contact: ISSS Coordinator Andre Dawson at 305-919-5813

Register Today @ ISSS Office (WUC 363)
Square <noreply@messaging.squareup.com>

Sent: Tuesday, September 09, 2014 2:59 PM
To: Andre Dawson
Subject: Receipt from ADT Transportation, Inc.

---

ADT Transportation, Inc.

How was your experience?

$350.00

Inv 8535 bayside $350.00

Total $350.00

ADT Transportation, Inc.
305-625-7710

SHOP
## Charter Invoice

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<td>07/14/2014</td>
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### CUSTOMER

**Florida International University**

11200 SW 8th St
Miami, FL 33174

---

**Description**

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<th>Final Payment Due</th>
<th>Event Day &amp; Date</th>
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<td>Millionaires Row</td>
<td>09/04/2014</td>
<td>Sat, Sep 06, 2014</td>
<td>Roxy Trinidad</td>
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<td>$1,110.24</td>
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**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 cut-off time providing a request on behalf of the client was made by calling 305.374.3344 to inform 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.

- Cancelation must be made 24 hours prior to date with email request to reservations@islandcruises.com.

---

**Print Name:**

Fax to: 305-372-0186
Missing
$31.16

Amount calculated was $412.49
Event Audit Report

Organization/Department: International Student & Scholar Services

Representatives Name: Andre Dawson Position: Coordinator

Phone: 305-919-5813 Advisor: 

Event: International Moon Fest 

Date: 09/04/2014 Time: 3pm Location: WUC Panther Square 

Attendance (please attach sign-in sheet)

 Students: 100 Community: 
Faculty/Staff: 20 Total: 120

SGC Financial Support

Opening Balance: 443.35 
Amount Spent: 443.35 
Closing Balance: 0

What was the purpose of this event? Was that purpose accomplished? 
The moon festival introduced students to the ancient Chinese mid-autumn festival and the traditions that are involved with this celebration. They also got a chance to make Moon Cake with the help of Hospitality Management.

What was positive about this event? Why? 
The event allowed students to learn about and ancient and different culture. They participated in arts and crafts and viewed a video about the origins of the festival. They enjoyed themselves and took many pictures.

What was negative about this event? Why? 
Although the turn out was great, the lack of seating in Panther square made it difficult for students to stay and eat and mingle.

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: [Signature] Date: 9/6/2014
Advisor’s Signature: [Signature] Date: 9/6/2014
Mid-Autumn Moon Festival

Join the International Student Club & ISSS for this year's Moon Festival Celebration!!!

- Come and experience the ancient tradition!
- Enjoy activities
- FREE FOOD
- Sample authentic Chinese Moon Cake!!!!

When: Tuesday
Where: Where

For more information contact 305-919-5813 or adawson@fiu.edu
For Funds

Is - PROCARD

Address:__________________________
310 S.W. 21st Street, Miami, FL 33180

Fax:__________________________

Festival

Department Information

ISSS

Andre Dawson

Coordinator

WUC 363

Email: adawson@fiu.edu

Please attend the annual mid-autumn moon festival.

CL ACCOUNTING - DATE STAMP:
Store #1174
Panda Express
North Miami Beach, FL
(305) 919-5771

S/E/2014
Order: 233219
Server: Rocky R
6:08:41 PM

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FREE ENTRÉE ITEM!
WE VALUE YOUR OPINION!
Call 1-833-51-PANDA (72632) or
Visit pandaexpress.com/guest

Complete our Guest Survey for
a FREE entree item with the
purchase of any 2-Entrée Plate

Questions or Comments?
pandaexpress.com or (800) 877-8988

Funds
International University • ISSS
Business Office WUC 141
919-5223 • Fax: (305) 919-5771
ID SUBMITTED 3 WEEKS IN ADVANCE

Address - PROCARD

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<td>Andre Dawson</td>
</tr>
<tr>
<td>116</td>
<td><a href="mailto:adawson@fiu.edu">adawson@fiu.edu</a></td>
</tr>
<tr>
<td>1517140001</td>
<td>ISSS</td>
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OFFICE USE ONLY

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<th>Vchr:</th>
<th>Pd:</th>
</tr>
</thead>
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Res: PROCARD

Address:

North Miami Beach, FL 33162

116

Fax:

1517140001

Festival

The event Information

B: ISSS

e: Andre Dawson

ization: Coordinator

#: WUC 363

-5813

Email: adawson@fiu.edu

FINANCE CODE: X (Please place check mark on line)

ents attending the annual mid-autumn moon

ative: CL ACCOUNTING – DATE STAMP: 
Event Audit Report

Organization/Department: Broward SGA (FIU at I-75)

Representatives Name: Diana Arcentales Position: Student Life coord

Phone: 954-438-8633 Advisor: Marisa Salazar, Asst. Director

Event: A Night at The Improv @ Seminole Hard Rock, Hollywood, FL

Date: 10/25/2014 Time: 6:00-9:00 PM Location: Improv, Hollywood, FL

Attendance (please attach sign-in sheet)

<table>
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<tr>
<th>Students</th>
<th>Community</th>
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<tr>
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SGC Financial Support

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<tbody>
<tr>
<td>$64,249.39</td>
<td>$6,120.00</td>
<td>$58,129.39</td>
</tr>
</tbody>
</table>

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

The purpose for this signature event, A Night at The Improv @ Seminole Hard Rock, Hollywood, FL was to provide our FIU at I-75 students with the opportunity to network while enjoying a meal and fun comedic entertainment.

What was positive about this event? Why?

The students were thrilled with this fun-filled networking opportunity. The Improv is a great place, with delicious food, wonderful service and hilarious comedians. The students appreciated this awesome BBC SGA & FIU at I-75 sponsored event.

What was negative about this event? Why?

Nothing

Should this event be done again next year?

Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales Date: 10/29/14

Advisor's Signature: Date: 10/29/14
Attention FIU at I-75 Students:

SAVE THE DATE
SATURDAY, OCTOBER 25th

A NIGHT @ THE IMPROV
@Seminole Hard Rock, Hollywood, FL

Ticket Request Form & Details Will Go Live
Tuesday, October 7th at 12 Noon
Via your FIU EMAIL ONLY

Limited Tickets Available. Must be a current FIU at I-75 student to participate.

IMPROV
Comedy Club & Dinner Theatre
FIU at I-75
Students
PICK UP YOUR RESERVED IMPROV TICKETS
Main Office Room 302
Schedule:
Mon. - Thurs. 10 AM - 6:15 PM
Friday 9 AM - 4:30 PM

Biscayne Bay Campus and FIU at I-75
# PURCHASE ORDER

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PER CONTRACT # C00000369

**Total PO Amount** $6,120.00

---

**EQUAL OPPORTUNITY EMPLOYER**

Nondiscrimination clause contained in section 202, Executive Order 11246, as amended by Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex or national origin, and implementing the rules and regulations prescribed by the Secretary of Labor, are incorporated herein.

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.

**Federal Excise Certificate No:** 59-73-0209K

1. All invoices must have an FEID# and mailed to Accounts Payable at the above Bill To Address.
2. This PO # must appear on all packing receipts and invoices. Invoices without PO # will be returned unpaid.
3. Show Freight Charges on Invoice and attach original freight receipt.
4. This purchase order incorporates by reference the "FIU Purchase Order Terms and Conditions" and may be viewed at the following University website [http://finance.fiu.edu/purchasing/](http://finance.fiu.edu/purchasing/).
5. The FIU Vendor Ombudsman can be contacted at 305-348-2101.

**Director of Purchasing**

Kelly Loll, C.P.M.
The Florida International University Board of Trustees for its I-75 Center

Company/Group Name: FIU at I-75 in Miramar, FL
Contact Name: Dinni Arcenettes
Address: 1930 SW 145th Avenue, Room 316
City/State Zip: Miramar, FL 33027
Phone Number: 954-438-8633
Email: darcenta@fiu.edu

Event Name:

FIU Contract# C00000369

Event Info

Comedian: Iliza Shlesinger
Event Date: October 25, 2014
Event Time: 07:00:00 PM
Event Day: Saturday
Arrival Time: 6:00 PM

Food

Package Name: 3 Course Dinner
Package Price: $28.00 PER PERSON
Package Total: $4,200.00

Package Description & Notes:

Beverage

Package Name: Limited Host
Package Price: $6.00 PER PERSON
Package Total: $900.00

Package Description & Notes:
(2) Non-Alcoholic Beverages. Choices include Fountain Soda, Iced Tea, Iced Water or Coffee. Cash Bar Available.

Entertainment/Side Orders/Tickets

# of Tickets Cost Per Ticket Total Cost
Showroom 150 $0.00 $0.00
Ticket Fee
Headliner Iliza Shlesinger
Feature TBA

Cost Breakdown

Food Charges: $4,200.00
Beverage Charges: $900.00
Service Charges: 20.00%
Ticket Charges: $0.00
Additional Charges: $0.00
Tax Exempt: $0.00
Total Charged: $6,120.00
Deposit (WAIVED): $0.00
Remaining Balance: $6,120.00
Price Per Person: $40.80

Terms of Agreement

Minimums: A 100 guest minimum is required to retain above-stated group rates & reserved seating. Food & Beverage Package must be selected.

Arrival Time: Groups are asked to have their completed party arrive at least 45 minutes prior to showtime. 21 years and older show, 2 drink minimum purchase in showroom is covered by selected beverage package.

Final Headcount & Entree choices are due 7 days prior to Showtime. Payment in full to be paid on the night of event.

Points of Payment: Payment may be made by company check (payable to Seminole Comedy Inc.) or credit card (Visa, MasterCard, American Express & Discover). For Tax Exempt events we must have a copy of Tax Exempt Certificate.

IMPROV Regulations: Use of Improv name and/or image for the promotion of your event must have prior written consent from the Improv.

Tickets and agreement are non-transferrable and non-refundable. This agreement and the attached Supplemental Addendum are hereby incorporated by reference.

By signing below you acknowledge that you have read and understand the details in the contract and the Terms of Agreement.

*SIGNATURE
Kelly Loll

Kelly Loll C.P.M. Associate Controller/Director of Purchasing

Improv Comedy Club & Dinner Theatre

*SIGNATURE
Event Coordinator

Kelly Loll
1. **Incorporation by Reference.** This Supplemental Addendum ("Addendum") is incorporated in the Agreement. If this Addendum conflicts with the remainder of the Agreement, this Addendum shall control.

2. **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." 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 payments to Vendor via the University’s EFT/ACH payment process. Vendor shall provide the necessary information to FIU upon request.

3. **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)). 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. Performer also assumes such risk with respect to the willful or negligent acts or omissions of Performer’s subcontractors or persons otherwise acting or engaged to act at the instance of Performer in furtherance of Performer fulfilling Performer’s obligations under the Agreement.

4. **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.

5. **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 subcontractor’s) exposure in performing this Agreement.

6. **Indemnification.** Performer is solely responsible for the content of material performed and shall indemnify and defend 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. This provision shall survive termination of the Agreement.

7. **Authority to Sign Agreement.** If the Agreement is signed by someone other than Performer, the individual signing for the Performer and Performer expressly warrant that such individual is authorized by Performer to sign the Agreement for Performer.

8. **Compliance with Laws.** In the performance of this Agreement, Contractor shall, at its own expense, at all times during the Term, comply with all applicable federal, state, and local laws, rules, regulations, and ordinances and all other governmental requirements. Contractor acknowledges and agrees that Contractor has and will at all times during the Term maintain all applicable governmental permits, licenses, consents, and approvals necessary to perform its obligations under this Agreement.

9. **General Provisions.**

   A. Nothing in this Agreement shall be construed as an indemnification of the Performer by FIU or as a waiver of sovereign immunity beyond that provided in Florida Statutes §768.28.

   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. Any clauses in the Agreement regarding arbitration or mediation or grants of exclusivity to the Performer are null and void.

_Supplemental Addendum – Entertainment/Performance – Rev. 9/2013_
D. FIU is self-insured, and FIU is not required to obtain additional insurance for this Agreement. Performer will maintain insurance in a reasonable amount that will cover the performance.

E. If FIU is specifically responsible for reimbursing Performer for travel expenses pursuant to the Agreement, such expenses shall only be paid to the extent permitted by Fla. Stat. §112.061 and FIU policy 1110.060 Travel: University Travel Expense.

F. 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.

G. If Performer is exposed to FIU’s confidential information, Performer will keep such information confidential and will act in accordance with applicable laws.

10. Cancellation. 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, and in addition, 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 non-refundable/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 and only to the extent such expenses are supported by written, itemized and paid invoices submitted by Performer to FIU.

11. 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 Supplemental Addendum.

FIU: THE FLORIDA INTERNATIONAL UNIVERSITY BOARD OF TRUSTEES

By: Kelly Loll

Name: Kelly Loll, CPM

Title: Director of Purchasing Services

Date: 9/23/2014

PERFORMER: Seminole Comedy, Inc. - Improve Comedy Club & Dimm

By: [Signature]

Name: Ris Testler

Title: Event Coordinator

Date: 9/23/2014
**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>Andre Dawson</td>
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<tr>
<td>Position:</td>
<td>Coordinator</td>
</tr>
<tr>
<td>Phone:</td>
<td>3059195813</td>
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<tr>
<td>Event:</td>
<td>Trip to Lion Country Safari</td>
</tr>
<tr>
<td>Date:</td>
<td>10/25/2014</td>
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<tr>
<td>Time:</td>
<td>10am</td>
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<td>Location:</td>
<td>WUC Shuttle Bus Stop</td>
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<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: 50</td>
<td>Opening Balance: 1366</td>
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<tr>
<td>Community:</td>
<td>Amount Spent: 1366</td>
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<tr>
<td>Faculty/Staff: 4</td>
<td>Closing Balance: 0</td>
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<td>Total: 54</td>
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What was the purpose of this event? Was that purpose accomplished?

The students got a chance to visit the safari and spend the day interacting with exotic animals, while networking with each other. Yes, it was accomplished.

What was positive about this event? Why?

The event allowed students to see and interact with the animals and learn from each other during the experience.

What was negative about this event? Why?

The students enjoyed the trip very much and took tons of pictures.

Should this event be done again next year?

The students enjoyed the event, and should be repeated again.

Please attach any articles, flyers, or photos.

Signature: [Signature] Date: 11/01/2014

Advisor's Signature: [Signature] Date: 11/01/2014
FREE Trip to Lion Country Safari

Become a Part of the Herd at Florida’s only Drive Through Safari Adventure!

- Spend the day on Safari with over 900 animals.
- Animal displays, encounters & animal feeding.
- Rides, Water sprayground, Food, Shopping & more!!!

Date: Saturday, October 25th, 2014
Time: 9:00AM – 5:30PM
Location: FIU Shuttle Bus Stop
Bus will leave FIU at 9:30AM and be back at FIU campus by 5:30PM

Transportation and Entry is covered!!!
(Just bring money for lunch & activities at The Safari)

For questions please contact:
ISSS (WUC 363) at 305-919-5813 or bbcisss@fiu.edu

Scan this code on your mobile device to register, or visit:
http://tinyurl.com/isssslion
Thank you for choosing to have your event at FIU!
Please send all payments to Parking & Transportation; Events Department
(at a copy of the quote or refer to the Event #)
Permits purchased for events cannot be refunded or exchanged.

Please make checks payable to Florida International University.

To: adawson@fiu.edu
From: PTevents@fiu.edu

Quote approved by: Nancy Hernandez
Pay with Foundation (Project ID #): 1417146001
Pay with Smart Billing (Activity #): 61
Other Forms of Payment: Check

A cancellation fee will assessed if the Department of Parking and Transportation has incurred expenses related to the event and the Department of Parking and Transportation is not notified at least seven (7) business days in advance of the intent to cancel the event.

Event Title
Trip To Lion Country Safari

Event # 6488
Start Date 10/25/2014
Start Time 09:30 AM
End Date 10/25/2014
End Time 05:30 PM

Location(s)

Billing Contact
Andre R Dawson (Billable Contact)

Resource Title Transportation Services_61
Quantity 1
Date 10/25/2014
Start Time 09:30 AM
End Time 05:30 PM
Price $950.00

Subtotal: $950.00
Discount: $0.00

TOTAL PRICE: $950.00
## Invoice

**Invoice #:** 00001867

**Bill To:**
Florida International University  
3000 NE 151st Street  
Miami, FL 33181  
Attn: Andre Dawson

**Ship To:**
Florida International University  
3000 NE 151st Street  
Miami, FL 33181  
Attn: Andre Dawson

<table>
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<tr>
<th>SALESPERSON</th>
<th>YOUR NO.</th>
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<th>COL</th>
<th>PPD</th>
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<th>TERMS</th>
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<td>1118</td>
<td>Group Leaders</td>
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<td></td>
<td>ADM - DOV</td>
<td>Date of Visit 10/25/2014</td>
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### Details:

- **Sale Amt.:** $416.50
- **Freight:** $0.00
- **Sales Tax:** $0.00
- **Total Amt.:** $416.50
- **Paid Today:** $0.00
- **Balance Due:** $416.50
**Event Audit Report**

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<th>Organization/Department:</th>
<th>Broward SGA (FIU at I-75)</th>
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<tbody>
<tr>
<td>Representatives Name:</td>
<td>Diana Arcentales</td>
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<tr>
<td></td>
<td>Position: Student Life coord</td>
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<tr>
<td>Phone:</td>
<td>954-438-8633</td>
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<tr>
<td>Advisor:</td>
<td>Marisa Salazar, Asst. Director</td>
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<tr>
<td>Event:</td>
<td>Homecoming Week Fall 2014 (Sat., Oct. 11th &amp; M-Th., Oct. 13-16)</td>
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<tr>
<td>Date:</td>
<td>10/11-16, 2014</td>
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<td>Time:</td>
<td>4:30-6:30 PM</td>
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<td>Location:</td>
<td>FIU at I-75 Outdoor Plaza</td>
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**Attendance (please attach sign-in sheet)**

<table>
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<th>Students: 655</th>
<th>Community: 10</th>
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<tbody>
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<td>Faculty/Staff: 20</td>
<td>Total: 685</td>
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**SGC Financial Support**

| Opening Balance: | $56,711.23 |
| Amount Spent:    | $3,377.10  |
| Closing Balance: | $53,334.13 |

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

The purpose for the Homecoming Week Fall 2014 event was to generate student excitement and Panther Pride at FIU at I-75.

What was positive about this event? Why?

The event was appreciated by the students. They were thrilled to receive their complimentary Homecoming shirts, specialty teas and assorted smoothies.

What was negative about this event? Why?

Nothing

Should this event be done again next year?

Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales Date: 10/20/14

Advisor's Signature: Date: 10/20/14

Biscayne Bay Campus, WUC 301, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-4060 • sgabbc.fiu.edu Revised November 2011
FLORIDA INTERNATIONAL UNIVERSITY

HOMECOMING

Panther Pride Week

"UNLEASH THE SPIRIT"

FIU at I-75

Saturday
October 11th
11:30 a.m. - 1:30 p.m.
Room 302

&

Monday - Thursday
October 13th - 16th
4:30 p.m. - 6:30 p.m.
Outdoor Plaza

Limited Supplies!

Sponsored by: SGA - Biscayne Bay Campus & FIU at I-75
Walmart
Save money. Live better.

(954) 442-5822
MANAGER DENISE SHAHEEN
151 SW 18TH AVE
PENBROKE PINES FL 33029

ST# 2591 OP# 000002633 T# 19 TR# 09823
BLACK LETTERS 067212601342 3.97 0
PICTURE STRIP 0051141371318 3.27 0
PICTURE STRIP 0051141371318 3.27 0
COMMAND 0051141495911 3.27 0
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PARTY TOY 001117992861 2.97 0
PARTY TOY 001117992861 2.97 0
SUBTOTAL 22.99

FOAM BOARD 007994606212 2.97 0
FOAM BOARD 007994612991 2.97 0
FOAM BOARD 007994606214 2.97 0
PROJECT BOARD 007994606070 2.97 0
PROJECT BOARD 007994606070 2.97 0
SUBTOTAL 37.84

TOTAL 37.84

ACCOUNT # #### #### #### 6893 S
APPROVAL # 064757
REF # 426500533486
TRANS ID - 68426694784134
VALIDATION - 9607
PAYMENT SERVICE - E
TERMINAL # 281098265

09/16/14 08:26:39

# ITEMS SOLD 12

Try the new Savings Catcher today!
Go to walmart.com/SavingsCatcher
09/16/14 08:26:39

***CUSTOMER COPY***
**Party City**

NOBODY HAS MORE PARTY FOR LESS

14804 PINES BLVD
PENBROKE PINES, FL 33027
954 433-2272

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**Customer Name:** DIANA ARCENTALES  
**Phone:** (954) 438-8633

<table>
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**TAX EXEMPT**

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*Student Social Event 8/15/14 Page 1/3*
<table>
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<tr>
<th>Item Description</th>
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<td>TINSEL DECO 50TH BDAY</td>
<td>013051484507</td>
<td>$11.94</td>
</tr>
<tr>
<td>BODY JWLRY B</td>
<td>013051334932</td>
<td>$5.94</td>
</tr>
<tr>
<td>BODY JWLRY BLU</td>
<td>013051493210</td>
<td>$3.99</td>
</tr>
<tr>
<td>RYL BLU PNT BNR PAPER</td>
<td>013051493240</td>
<td>$3.99</td>
</tr>
<tr>
<td>SUNSHINE YLW PNT BNR PAPER</td>
<td>013051493240</td>
<td>$3.99</td>
</tr>
<tr>
<td>SUNSHINE YLW PNT BNR PAPER</td>
<td>013051493240</td>
<td>$3.99</td>
</tr>
<tr>
<td>MEGAPHN YLW</td>
<td>048419601142</td>
<td>$9.96</td>
</tr>
<tr>
<td>YLW MEGAPHNE</td>
<td>048419601043</td>
<td>$9.96</td>
</tr>
<tr>
<td>BLU MEGAPHNE</td>
<td>048419601043</td>
<td>$9.96</td>
</tr>
<tr>
<td>WINDOW MKR Y</td>
<td>048419688914</td>
<td>$2.99</td>
</tr>
<tr>
<td>YLW UNDW MKR</td>
<td>048419688914</td>
<td>$2.99</td>
</tr>
<tr>
<td>WINDOW MKR B</td>
<td>048419703860</td>
<td>$2.99</td>
</tr>
<tr>
<td>BLK UNDW MARKER</td>
<td>048419703860</td>
<td>$2.99</td>
</tr>
</tbody>
</table>
4 @ $2.49
048419688914 WINDOW MKR YLW WNDW MARKER $2.99 *
048419688914 WINDOW MKR YLW WNDW MARKER $2.99 *
048419703860 WINDOW MKR BLK WNDW MARKER $2.99 *
048419703860 WINDOW MKR BLK WNDW MARKER $2.99 *
048419688938 WINDOW MKR BLU WNDW MARKER $2.99 *
048419688938 WINDOW MKR BLU WNDW MARKER $2.99 *
013051334413 GREASE MAKEUP BLK GREASE MAKEUP BLK $1.49 *
013051334413 GREASE MAKEUP BLK GREASE MAKEUP BLK $1.49 *
05114190796 3M REUSABLE 3M REUSABLE TABS $3.99 *
013051462826 BLU GIANT RD BLU GIANT ROOM DECO KIT $14.99 *
013051493400 RYL BLU PNT RYL BLU PNT BNR PAPER $3.99 *
---------------------------------------------------------------------
SUBTOTAL $348.42
TOTAL $348.42
CR VISA CR VISA SALE $348.42
ITEMS = 98
---------------------------------------------------------------------
STORE 324 TRN 22 REG 3
09-15-2014 02:31:34 PM

ODC 1012 003 000M3

*ODC1012003000M3*

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.
<table>
<thead>
<tr>
<th>Item Description</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tinsel Deco 50th Bday</td>
<td>6</td>
<td>$1.99</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td><strong>$11.94</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$11.94</strong></td>
</tr>
</tbody>
</table>

**CR VISA**

CR VISA SALE **$11.94**

*10A10I4 001 00D1*

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.
Party City
NOBODY HAS MORE PARTY FOR LESS

14804 PINES BLVD
 PEMBROKE PINES, FL 33027
 954 433-2272

TAX EXEMPT

013051484507  TINSEL DECO  $1.99 *
TINSEL DECO 50TH BDAY
013051484507  TINSEL DECO  $1.99 *
TINSEL DECO 50TH BDAY

SUBTOTAL $3.98
TOTAL  $3.98
CR VISA  $3.98
ITEMS = 2

CR VISA SALE $3.98
XXXXXXXXXXXXX6893
APPR: 088133
JOURNAL: 0324021056266507

CUSTOMER COPY

STORE 324 TRN 13 REG 2
09-17-2014 09:59:20 AM

ODC 1014 002 00DD

*ODC101400200DD*

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 Receipt

**Manager:** Denise Shaheen  
**Address:** 151 SW 184th Ave, Pembroke Pines, FL 33029

**ST# 2691 DPR 000047699 TE# 87 TR# 00460**

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>WREATH</td>
<td>10 AT 1 FOR</td>
<td>8.97</td>
</tr>
<tr>
<td>WREATH</td>
<td>14 IN</td>
<td>4.47</td>
</tr>
<tr>
<td>WREATH</td>
<td>14 IN</td>
<td>4.47</td>
</tr>
<tr>
<td>WREATH</td>
<td>14 IN</td>
<td>4.47</td>
</tr>
<tr>
<td>COMMAND</td>
<td>005114196509</td>
<td>5.88</td>
</tr>
<tr>
<td>COMMAND</td>
<td>005114196509</td>
<td>5.88</td>
</tr>
<tr>
<td>COMMAND</td>
<td>005114196509</td>
<td>5.88</td>
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<tr>
<td>COMMAND</td>
<td>005114196509</td>
<td>5.88</td>
</tr>
<tr>
<td>COMMAND</td>
<td>005114196509</td>
<td>5.88</td>
</tr>
<tr>
<td>AS HM</td>
<td>067212502049</td>
<td>1.97</td>
</tr>
<tr>
<td>LOC BRUSH ON</td>
<td>007946060652</td>
<td>2.77</td>
</tr>
<tr>
<td>PROJECTBOARD</td>
<td>007994600670</td>
<td>2.97</td>
</tr>
<tr>
<td>PROJECTBOARD</td>
<td>007994600670</td>
<td>2.97</td>
</tr>
<tr>
<td>PROJECTBOARD</td>
<td>007994600670</td>
<td>2.97</td>
</tr>
<tr>
<td>PROJECTBOARD</td>
<td>007994600670</td>
<td>2.97</td>
</tr>
<tr>
<td>PROJECTBOARD</td>
<td>007994600670</td>
<td>2.97</td>
</tr>
</tbody>
</table>

**Subtotal:** $163.67  
**Total:** $163.57  
**VISA Tend:** $163.57

**Account #: **** **** **** 6893 S**  
**Approval #: 093202**  
**Ref #: 426000164184**  
**Trans ID - 304260476980749**  
**Validation - CVBK**  
**Payment Service - E**  
**Terminal #: 281698311**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/17/14</td>
<td>09:15:06</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**Items Sold:** 26

**TC#: 0223 7077 5126 0584 9813 9**

---

**Customer Copy:**

### Savings Catcher

Download the Walmart app from [http://wmt.co](http://wmt.co)

**Available on the App Store**

**Get it on Google Play**

Scan this code with the app to compare prices & save more.

---

**Student & Social Events**

**Homecoming "Panther Pride"**

**Wk Fall 2014**

**Diana Aristakes #1044331 9-17-14**
**Party City**  
NOBODY HAS MORE PARTY FOR LESS  
14804 PINES BLVD  
PENBROK PINE, FL 33027  
954 433-2272  

**TAX EXEMPT**  

| Customer Name: | DIANA ARCENTALES  
| Phone:         | (954) 438-8633 |

<table>
<thead>
<tr>
<th>Item Code</th>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>013051493240</td>
<td>SUNSHINE YLW</td>
<td></td>
<td>$3.99</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SUNSHINE YLW PNT BNR PAPER</td>
<td></td>
<td>$3.99</td>
<td></td>
</tr>
<tr>
<td>013051493240</td>
<td>SUNSHINE YLW</td>
<td></td>
<td>$3.99</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SUNSHINE YLW PNT BNR PAPER</td>
<td></td>
<td>$3.99</td>
<td></td>
</tr>
<tr>
<td>013051493240</td>
<td>SUNSHINE YLW</td>
<td></td>
<td>$3.99</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SUNSHINE YLW PNT BNR PAPER</td>
<td></td>
<td>$3.99</td>
<td></td>
</tr>
<tr>
<td>013051493400</td>
<td>RYL BLU PNT</td>
<td></td>
<td>$3.99</td>
<td></td>
</tr>
<tr>
<td></td>
<td>RYL BLU PNT BNR PAPER</td>
<td></td>
<td>$3.99</td>
<td></td>
</tr>
<tr>
<td>013051493400</td>
<td>RYL BLU PNT</td>
<td></td>
<td>$3.99</td>
<td></td>
</tr>
<tr>
<td></td>
<td>RYL BLU PNT BNR PAPER</td>
<td></td>
<td>$3.99</td>
<td></td>
</tr>
<tr>
<td>013051493400</td>
<td>RYL BLU PNT</td>
<td></td>
<td>$3.99</td>
<td></td>
</tr>
<tr>
<td></td>
<td>RYL BLU PNT BNR PAPER</td>
<td></td>
<td>$3.99</td>
<td></td>
</tr>
<tr>
<td>48419650928</td>
<td>MYLAR WEIGHT</td>
<td>4</td>
<td>$1.99</td>
<td>$7.96</td>
</tr>
<tr>
<td></td>
<td>MYLAR WEIGHT RYL BLU</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>48419650836</td>
<td>MYLAR WEIGHT</td>
<td></td>
<td>$7.96</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MYLAR WEIGHT GLD</td>
<td>4</td>
<td>$1.99</td>
<td></td>
</tr>
</tbody>
</table>

**SUBTOTAL** $47.84  
**VISA** $47.84  
**TOTAL** $47.84  
**ITEMS = 16**  

**VISA SALE $47.84**  

**CUSTOMER COPY**  

STORE 324 TRN 12 REG 1  
09-19-2014 09:38:40 AM  

**ODC 1016**  
**001 00CB**  

*RETURNS MUST BE MADE WITHIN 30 DAYS OF PURCHASE*
Boba Station Inc.

How was your experience?

$479.00

Custom Amount $479.00

Total $479.00

Earn 10 stars for 100% off!

Prof. Services

Homecoming "Pithe Pide" Week Fall 2014

Oscar Arredales #1044331

Mon. 10/13/14
Jamba Juice
2024 N. Flamingo Rd.
Pembroke Pines FL 33028
(954) 885-9050

Host: Kelsey
DIANNA
REPRINT# 2

Ec3 Strawberries Wild (50 @ $4.00) 200.00
Ec3 Mango-A-Go-Go (50 @ $4.00) 200.00

Subtotal 400.00
Tax 0.01

Total 400.01

SALE

DOB: 10/14/2014
10/14/2014

Entry Method: K

Amount: $ 400.01

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

Customer Copy
Jamba Juice
2024 N. Flamingo Rd.
Pembroke Pines FL 33028
(954) 885-9050

Host: Emanuel
10/15/2014
3:32 PM

REPRINT# 1

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strawberries Wild (65 @ $4.00)</td>
<td>1</td>
<td>260.0</td>
</tr>
<tr>
<td>Mango-A-Go-Go (60 @ $4.00)</td>
<td>1</td>
<td>240.0</td>
</tr>
</tbody>
</table>

Subtotal: $500.00
Tax: 0.00

Remove Tax Total: $500.00

SA: 500.00
Auth: 063456

Signature: [Signature]

Jamba Juice
Inspire and Simplify
Healthy Living
Jamba.com

--- Check Closed ---
Bill To
Florida International University @ I-75
Attn: Diana O. Arcentales
1930 SW 145 Avenue, Rm #316
Miramar, FL 33027

<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>16 oz Smothiez (strawberry samba)</td>
<td>75</td>
<td>4.00</td>
<td>300.00</td>
</tr>
<tr>
<td>16 oz Smoothiez (mondo mango)</td>
<td>75</td>
<td>4.00</td>
<td>300.00</td>
</tr>
<tr>
<td>Juiceblendz RV</td>
<td>1</td>
<td>200.00</td>
<td>200.00</td>
</tr>
<tr>
<td>Venue: FIU @ I-75</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1930 SW 145 Avenue, Rm# 316, Miramar, FL 33027</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

"Homecoming \"Panther Pride\" Week Fall 2014
Diana Arcentales #1049331
Thursday, 10/16/14"
Dear Jennifer:

Thank you for contacting FASTSIGNS. A quotation for the signage you requested follows. If you have any questions, please don't hesitate to call me at 954-438-7979. I look forward to working with you on this project.

Sincerely,

Jim Legendre
Customer Service Rep

<table>
<thead>
<tr>
<th>Product</th>
<th>Font</th>
<th>Qty</th>
<th>Sides</th>
<th>Height</th>
<th>Width</th>
<th>Unit Cost</th>
<th>Item Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 PVC 36&quot; x 24&quot; A Frame</td>
<td></td>
<td>2</td>
<td>2</td>
<td>36</td>
<td>24</td>
<td>$215.00</td>
<td>$430.00</td>
</tr>
<tr>
<td>Color: White</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Description: A Frame 36&quot; x 24&quot; White PVC (each frame includes 2 faces one on each side)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Text: FIU Logo</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPECIAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EVENT</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Coroplast 3mm</td>
<td></td>
<td>4</td>
<td>1</td>
<td>6</td>
<td>28</td>
<td>$12.50</td>
<td>$50.00</td>
</tr>
<tr>
<td>Color: blue on White</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Description: Coroplast 3mm. w/velcro</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Text: Arrows</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Notes:

These signs to be used at all Student Life Events thereby listed as part of the "Student Giveaways" branding allocation. #1044331

Olga Arentales
10/14/14

Company: Florida International University
11200 SW 8 Street
Miami, FL 33199

Received/Accepted By: 

More than fast. More than signs.
RETURN WITH RECEIPT
013051484507 TINSEL DECO -$1.99
TINSEL DECO 50TH BDAY
013051484507 TINSEL DECO -$4.99
TINSEL DECO 50TH BDAY
$9.99
9968443 12PC 22IN YL -$4.99
22IN YLW SWIRL PAPER
9968443 12PC 22IN YL -$4.99
22IN YLW SWIRL PAPER
9968443 12PC 22IN YL -$4.99
22IN YLW SWIRL PAPER
1493400 RYL BLU PNT -$3.99
U PNT BNR PAPER
1493240 SUNSHINE YLW -$3.99
YLW SWIRL PAPER
04819645894 STICKY TACK -$3.99
STICKY TACK SCENE STR VAL PK
799626022069 500FTX1.75IN -$3.99
500FTX1.75IN SUNSH YLW STRMR
048419730729 500FTX1.75IN -$3.99
500FTX1.75IN RYL BLU STRMR
01305134413 GREASE MAKEU -$1.49
GREASE MAKEUP BLK
01305134413 GREASE MAKEU -$1.49
GREASE MAKEUP BLK
01305134932 BODY JWLRY B -$2.97
BODY JWLRY BLU
3 @ $0.99
048419688938 WINDOW MKR B -$2.99
BLU WNDW MARKER
048419688938 WINDOW MKR B -$2.99
BLU WNDW MARKER
048419688914 WINDOW MKR Y -$2.99
WNDW MARKER
048419688914 WINDOW MKR Y -$2.99
WNDW MARKER
11903860 WINDOW MKR B -$2.99
WNDW MARKER
11903860 WINDOW MKR B -$2.99
WNDW MARKER
1191493394 RYL BLU GRLN -$7.99
RYL BLU GLNND TASSEL
013051493394 RYL BLU GRLN -$7.99
RYL BLU GLNND TASSEL
013051493394 RYL BLU GRLN -$7.99
RYL BLU GLNND TASSEL

MERCHANDISE CREDITS ARE ONLY REDEEMABLE WITH INITIAL RECEIPT.
PACKAGE MUST BE UNOPENED.

WE WILL GLADLY ACCEPT RETURNS AND EXCHANGES WITHIN 30 DAYS OF PURCHASE WITH INITIAL RECEIPT.
PACKAGE MUST BE UNOPENED.

RETURNS ON HALLOWEEN COSTUMES, HALLOWEEN DECORATIONS, AND HALLOWEEN ACCESSORIES BY THURSDAY, OCTOBER 23 WITH ORIGINAL RECEIPT.
ONLY EXCHANGES WILL BE ACCEPTED AFTER OCTOBER 23 WITH ORIGINAL RECEIPT.
SORRY, NO RETURNS
<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>RYL BLU GRLND TASSEL</td>
<td>1</td>
<td>$7.99</td>
</tr>
<tr>
<td>RYL BLU GRLND TASSEL</td>
<td>1</td>
<td>$7.99</td>
</tr>
<tr>
<td>RYL BLU GRLND TASSEL</td>
<td>1</td>
<td>$7.99</td>
</tr>
<tr>
<td>RYL BLU GRLND TASSEL</td>
<td>1</td>
<td>$7.99</td>
</tr>
<tr>
<td>RYL BLU GRLND TASSEL</td>
<td>1</td>
<td>$7.99</td>
</tr>
<tr>
<td>SUNSHINE YLW GRLND TASSEL</td>
<td>1</td>
<td>$7.99</td>
</tr>
<tr>
<td>SUNSHINE YLW GRLND TASSEL</td>
<td>1</td>
<td>$7.99</td>
</tr>
</tbody>
</table>

**Subtotal**: $0.00

**Total**: $0.00

**Merch Credit**: $111.71

**Remaining Balance**: $111.71

---

**Customer Copy**

**Store**: 324 TRN S6 REG 1
**Date**: 10-09-2014 01:36:42 PM

**ODC**: 10J2 001 028L

---

WE WILL GLADLY ACCEPT RETURNS AND EXCHANGES WITHIN 30 DAYS OF PURCHASE WITH INITIAL RECEIPT. PACKAGE MUST BE UNOPENED. RETURNS ON HALLOWEEN COSTUMES, HALLOWEEN DECORATIONS, AND HALLOWEEN ACCESSORIES BY THURSDAY, OCTOBER 23 WITH ORIGINAL RECEIPT. ONLY EXCHANGES WILL BE ACCEPTED AFTER OCTOBER 23 WITH ORIGINAL RECEIPT. SORRY, NO RETURNS.

MERCHANDISE CREDITS ARE ONLY REDEEMABLE AT ISSUING STORES.
Missing
$250
**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>Andre Dawson</td>
</tr>
<tr>
<td>Position:</td>
<td>Coordinator</td>
</tr>
<tr>
<td>Phone:</td>
<td>3059195813</td>
</tr>
<tr>
<td>Advisor:</td>
<td></td>
</tr>
<tr>
<td>Event:</td>
<td>Thanksgiving Dinner with Campus Ministry</td>
</tr>
<tr>
<td>Date:</td>
<td>11/20/2014</td>
</tr>
<tr>
<td>Time:</td>
<td>5pm</td>
</tr>
<tr>
<td>Location:</td>
<td>WUC Ballrooms 244B</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Students:</th>
<th>105</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty/Staff:</td>
<td>30</td>
</tr>
<tr>
<td>Total:</td>
<td>135</td>
</tr>
</tbody>
</table>

### SGC Financial Support

<table>
<thead>
<tr>
<th>Opening Balance:</th>
<th>1500</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Spent:</td>
<td>1500</td>
</tr>
<tr>
<td>Closing Balance:</td>
<td>0</td>
</tr>
</tbody>
</table>

---

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

The students partook in a traditional thanksgiving dinner and got to experience an American tradition while sharing holiday traditions of their own. Yes, this was accomplished.

What was positive about this event? Why?

The event allowed students who might not have otherwise to experience a thanksgiving dinner and share their cultural traditions.

What was negative about this event? Why?

The food provided was inadequate for amount of students we received, due to lack of funding.

Should this event be done again next year?

The students enjoyed the event, and should be repeated again.

Please attach any articles, flyers, or photos.

Signature: [Signature]

Date: 11/23/2014

Advisor's Signature: [Signature]

Date: 11/23/2014
Come Join Us For A FREE

THANKSGIVING Day Dinner

A Traditional Dinner with All The Fixin's

Thursday November 20th
5:30PM
WUC Ballrooms
## Invoice

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Unit price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thanksgiving Dinner for International Students Event Service - for November 20th 2014</td>
<td>1</td>
<td>$1,250.00</td>
<td>$1,250.00</td>
</tr>
</tbody>
</table>

Subtotal $1,250.00

Total $1,250.00 USD
Come Back
**Event Audit Report**

**Organization/Department:** International Student & Scholar Services  
**Representatives Name:** Andre Dawson  
**Position:** Coordinator  
**Phone:** 3059195813  
**Advisor:**  

**Event:** International Education Week  
**Date:** 11/10-11/14/14  
**Time:** 9am -2pm  
**Location:** Wolfe University Center

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
</table>
| Students: 550  
Faculty/Staff: 150  
Total: 700 | Opening Balance: $9000  
Amount Spent: $9000  
Closing Balance: $0 |

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

International Education Week is a campus-wide and national initiative that aims to inform and engages students about global awareness through cuisine, activities, performances, exhibits and workshops. Yes.

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

The event allowed students to be involved in numerous activities that enlightened them to the world outside of the United States, and allowed international students at FIU to share their perspective with domestic students.

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

More funding for bigger events and guest speakers.

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

It is an annual event that definitely should be repeated, as it was very successful.

Please attach any articles, flyers, or photos.

**Signature:**  
**Date:** 12/11/2014

**Advisor's Signature:**  
**Date:** 12/11/2014
INTERNATIONAL EDUCATION WEEK

NOVEMBER 10 - 14

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

FIU Student Government Association at Biscayne Bay Campus

FIU International Student & Scholar Services

FIU - Biscayne Bay Campus
**FLORIDA INTERNATIONAL UNIVERSITY**

**REQUEST FORM**

**Deliver: No □**

**IlIty Department: □ SS S**

**[email] ext:_______**

**□ Panther Card □ Debit**

**□ Request**

**Confidential □**

**Date/time due 11/05/14 Exam □**

**ng/Printing/Finishing/Scanning**

**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**

**Job Received / Picked up by:**

**Please Print Name:**

**Date:**

**Special Instructions:**

**QC By:**

---

**Ricoh @ FIU Staff**

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Letter Parent Flyer</td>
<td>125 x 200</td>
<td>$0.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Sub-Total**

**Tax**

**Total**

---
Now one company. Now great savings.
Office Depot, Inc., including its subsidiary OfficeMax Incorporated

Tell us about your shopping experience and get $5 off your next $25 purchase. Visit officemaxfeedback.com and enter the following Survey Code:

0224-01-7289-7

OfficeMax doesn't just provide great values, we also live them. OfficeMax has been named one of 2013's World's Most Ethical Companies. For more information visit OfficeMax.com/ethics.

Director of Campus Life

Revised 07/12
PULL APART CK 49CT 93.98 F

Amo

$93.98
Order Total 93.98
Sales Tax 0.00
Grand Total 93.98

Credit Payment 93.98
Change 0.00

PRESTO!
Reference #: 516060-003
Trace #: 0010018901
Acct #: XXXXXXXXXXXX0374
Purchase VISA
Amount: $93.98
Auth #: 057831

Your cashier was Julie
11/10/2014 10:53 S1017 R151 4561 C0426
Love to shop here. Love to save here. Visit publix.com/save
Publix Super Markets, Inc.

Please explain how the money will be used:
To purchase cupcake cakes for our International Education Week Kick-off

Professor: [Signature]
Date: 11/10/2014

Director of ISSS
Date: [Signature]

Director of Campus Life
Date: [Signature]

I HAVE READ THE SGA FINANCE CODE X (Please place check mark on line)
Amount $161.65

Date 11 Mor

Date F 11 Mor

Pleur Tc 1 @ 2 FOR 6.00 You Saved 1.19

Pleur CT 1 @ 2 FOR 6.00 You Saved 1.19

Clu (Pe)

Publix M T BUTTER 3.59 F
Publix KETTLE CORN 3.59 F
Pub HD CTLRY COMBO 6.49 T
Pub HD CTLRY COMBO 6.49 T
KBLR FUDGE STRIPES 3.79 F
KBLR CHVY CHP CRIE 3.59 F
Pub SOOCT NAPKINS 3 @ 3.49

Publix 8 7/8" PLAT 2 @ 4.35 8.70 T

You Saved 1.29

You Saved 0.99

You Saved 14.97 F

You Saved 0.99

You Saved 2.50 F

You Saved 2.50 F

You Saved 1.35 T

You Saved 1.35 T

You Saved 3.49 T

You Saved 3.49 T

You Saved 3.49 T

You Saved 1.19

You Saved 1.19

Yours, A. Dawson

Education Week on Nov 10 - 14

Email: adawson@fiu.edu

CODE X (Please place check mark on line)
Funds
University- ISSS
ce WUC 141
Fax: (305) 919-5771
ED 3 WEEKS IN ADVANCE

Office Use Only
Req: __________ PO: __________
Rcpt: __________ Vchr: __________
Pd: __________

- PROCARD

Address: 3000 North East 151st

Fax: __________

517140001
al Education Week

ent 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 print flyers for our International Thanksgiving Dinner on Nov 20th 2014

Club/Organization Signatures
(Person requesting funds) Organization Representative: CL ACCOUNTING – DATE STAMP:

Date: ________________________

Requestor

Date: ________________________

Director of ISSS

Date: ________________________

Director of Campus Life

Revised 07/12
Your order of November 3, 2014 (Order ID 104-8898802-8284242)

<table>
<thead>
<tr>
<th>Qty</th>
<th>Item</th>
<th>Item Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Luckies of London Scratch Map - Deluxe Edition (USLUX95) Office Product</td>
<td>$30.32</td>
<td>$30.32</td>
</tr>
</tbody>
</table>

This shipment completes your order.

Subtotal $30.32

Tax Collected $2.12

Order Total $32.44

Paid via credit/debit | Balance due $0.00

Returns Are Easy! Most items can be refunded, exchanged, or replaced when returned in original and unopened condition. Visit http://www.amazon.com/help for more information on return policies.

**Funds**

International University • ISSS

Business Office WUC 141

19-5223 • Fax: (305) 919-5771

SUBMITTED 3 WEEKS IN ADVANCE

PROCARD

Address: WA 98109

Fax: ____________________

Department Code: 1517140001

Line Item: International Education Week

Organization/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 an scratch off map that will be used throughout International Education Week Nov 10 – 14th

Club/Organization Signatures

(Person requesting funds) Organization Representative: ________________________________

Date: ________________________________

Requestor

Date: ________________________________

Director of ISSS

Date: ________________________________

Director of Campus Life

CL ACCOUNTING – DATE STAMP:

Revised 07/12
Returns are easy! Most items can be refunded, exchanged, or replaced when returned in original and unopened condition. Visit http://www.amazon.com/returns to start your return, or http://www.amazon.com/help for more information on return policies.

Your order of October 30, 2014 (Order ID 104-4690015-1273006)

<table>
<thead>
<tr>
<th>Qty. Item</th>
<th>Item Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Jaipur Avenue Chai Tea Mix Variety Misc.</td>
<td>$10.95</td>
<td>$21.90</td>
</tr>
<tr>
<td>11 Moi</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Jaipur Avenue Chai Tea Mix Lemongrass Misc.</td>
<td>$10.95</td>
<td>$10.95</td>
</tr>
<tr>
<td>1 Jaipur Avenue Chai Tea Mix Vanilla Misc.</td>
<td>$10.95</td>
<td>$10.95</td>
</tr>
</tbody>
</table>

This shipment completes your order.

Have feedback on how we packaged your order? Tell us at www.amazon.com/packaging.

Amount

<table>
<thead>
<tr>
<th>$</th>
<th>43.80</th>
</tr>
</thead>
</table>

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 an assortment of Chai teas for our Tai Chi and Chai Tea event.

Club/Organization Signatures
(Person requesting funds) Organization Representative: CL ACCOUNTING – DATE STAMP:

<table>
<thead>
<tr>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requestor</td>
</tr>
<tr>
<td>Director of ISSS</td>
</tr>
<tr>
<td>Director of Campus Life</td>
</tr>
</tbody>
</table>

Revised 07/12
<table>
<thead>
<tr>
<th>Reg. No.</th>
<th>Clerk</th>
<th>Account Forwarded</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>John</td>
<td></td>
<td>$200</td>
</tr>
<tr>
<td>2</td>
<td>Mary</td>
<td></td>
<td>$300</td>
</tr>
<tr>
<td>3</td>
<td>Peter</td>
<td></td>
<td>$400</td>
</tr>
<tr>
<td>4</td>
<td>Alice</td>
<td></td>
<td>$500</td>
</tr>
<tr>
<td>5</td>
<td>Bob</td>
<td></td>
<td>$600</td>
</tr>
<tr>
<td>6</td>
<td>Linda</td>
<td></td>
<td>$700</td>
</tr>
<tr>
<td>7</td>
<td>Mike</td>
<td></td>
<td>$800</td>
</tr>
<tr>
<td>8</td>
<td>Steve</td>
<td></td>
<td>$900</td>
</tr>
<tr>
<td>9</td>
<td>Dave</td>
<td></td>
<td>$1000</td>
</tr>
<tr>
<td>10</td>
<td>Steve</td>
<td></td>
<td>$1100</td>
</tr>
<tr>
<td>11</td>
<td>John</td>
<td></td>
<td>$1200</td>
</tr>
</tbody>
</table>

Your account stated to date - If error is found return to page.

THANK YOU FOR VISITING
File For Funds
Florida International University • ISSS
A&S Business Office WUC 141
Phone: (305) 919-5223 • Fax: (305) 919-5771
MUST BE TYPED AND SUBMITTED 3 WEEKS IN ADVANCE

Amount Requested
$524.00

Event Date
11-10-2014
Mon Day Year

Date Funds are Needed
11-10-2014
Mon Day Year

Start Time □ AM 9:00 □ PM

End Time □ AM 11:00 □ PM

Event Location
WUC 244

Vendor Information
Name: (Baru Agency) 5 Cent T-Shirts - PROCARD

FIU Vendor #: Address:
13210 SW 132nd Ave Ste 8, Miami FL 33186

Phone: 305-259-8800 Fax:

Department Code: 1517140001

Line Item: International Education Week

Organization/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

Please explain how the money will be used:
To purchase T-Shirts for our International Education Week events
Nov 10-14th 2014

Club/Organization Signatures
(Person requesting funds) Organization Representative: CL ACCOUNTING – DATE STAMP:

Requestor Date:

Director of ISSS Date:

Director of Campus Life Date:

I HAVE READ THE SGA FINANCE CODE X (Please place check mark on line)

Revised 07/12
Baru Agency
10 SW 132nd Avenue Ste 8
Miami, FL 33186
(305) 259-8800

11/17/14 2:56 PM
Credit Sale Manual Entry
**********0374 APPROVAL
Visa
Login: baruiphone

AVS Result: Y
Sec. Code Result: M
Transaction ID: 358302583
Authorization Code: 045825

Total Sale: $524.00

Thank you for your business.
### Panther Premier Events and Catering at Biscayne Bay Campus

11200 SW 8th Street, Miami, FL 33199
(305) 919-5322

---

**Delivery / Pickup Information**

**Select Ordering Option:** Panther Premier Events and Catering at Biscayne Bay Campus

**Method:** Pick-up at BBC Campus

**Delivery Contact:** Andre Dawson

**Department:** ISSS

**Organization:**

**Delivery Phone:** 65813

**Event Name:** DEVAW

---

**Event Information**

**Guest Count:** 150

**Pick-up/ Delivery Date:** Wednesday, 11/12/2014

**Earliest Pick-Up Time:** 11:30 AM

**Latest Pick-Up Time:** 11:45 AM

---

**Payment Information**

**Payment Type:** W2298-Visa ending with 0374

**Auth Code:** APPROVED | AUTH CODE:034480

---

**FOOD**

<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Subway Fresh Fit Platter</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Veggie Delight</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Ham</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Turkey Breast</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Subway Club</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Turkey Breast and Ham</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Choose from small, medium, large or extra large platter. Includes your choice of Bread, Cheese and Toppings.</td>
<td>4</td>
<td>$140.00</td>
<td>$560.00</td>
</tr>
<tr>
<td>• X Large (serves 25-30) - Add $140.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Italian and Wheat Bread Assortment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• American Cheese</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Lettuce</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Tomato</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Pickles</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Green Peppers</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Subway Cookie Platter</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assortment of Chocolate Chip, White Chocolate Macadamia Nut, Double Chocolate and Oatmeal Raisin. 3 dozen per platter.</td>
<td>2</td>
<td>$17.99</td>
<td>$35.98</td>
</tr>
<tr>
<td><strong>Iced Water (up to 3 gallons)</strong></td>
<td>1</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td><strong>Fruit Punch per Gallon(s) (2 gallon minimum)</strong></td>
<td>2</td>
<td>$17.50</td>
<td>$35.00</td>
</tr>
<tr>
<td><strong>Lemonade per Gallon(s) (2 gallon minimum)</strong></td>
<td>2</td>
<td>$17.50</td>
<td>$35.00</td>
</tr>
</tbody>
</table>

---

**Order Summary**

| Food | $665.98 |

**Order Totals**

---

https://pantherdining.catertrax.com/shona formorderINV.asp?ordid=28796&12
Administrative charge is not intended to be a tip or a gratuity for the benefit of employees. Items on this contract are current as of this date. Current pricing may or may not be honored for future events. A refund is issued for any payments made with cards (i.e., credit, debit card, etc.). Panther Premier Events & Catering will make every effort to update 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 #28796

<table>
<thead>
<tr>
<th>Sub Total</th>
<th>$665.98</th>
</tr>
</thead>
<tbody>
<tr>
<td>Order Total</td>
<td>$665.98</td>
</tr>
</tbody>
</table>

Payment Summary

Payment: W2298-Visa ending with 0374
11/17/2014 10:14:58 AM
Balance Due $0.00

**Delivery / Pickup Information**

- **Select Ordering:** Panther Premier Events and Catering at Biscayne Bay Campus
- **Option:** Delivery to BBC Campus
- **Method:** Delivery to BBC Campus
- **Delivery Contact:** Endre Dawson
- **Department:** ISSS
- **Organization:** ISSS
- **Delivery Phone:** 65813
- **Event Name:** ISSS
- **Building:** WUC
- **Room #:** Panther Plaza

**Guest Count:** 50

**Pick-up/ Delivery Date:** Thursday, 11/13/2014

**Room Availability Time:**
- Set By Time: 8:30 AM
- Event Start Time: 9:00 AM
- Event End Time: 11:00 AM

### FOOD

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Qty</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fresh Seasonal Sliced Fruit (per person, 25 minimum)</td>
<td>30</td>
<td>$2.75</td>
<td>$82.50</td>
</tr>
<tr>
<td>Assorted Medium Muffins (by the dozen)</td>
<td>3</td>
<td>$18.50</td>
<td>$55.50</td>
</tr>
<tr>
<td>Medium Danish (by the dozen)</td>
<td>2</td>
<td>$18.50</td>
<td>$37.00</td>
</tr>
</tbody>
</table>

### BEVERAGES

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Qty</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hot Water with Assorted Tazo Teas - per gallon</td>
<td>5</td>
<td>$18.50</td>
<td>$92.50</td>
</tr>
</tbody>
</table>

### LABOR

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Qty</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Delivery &amp; Set-Up</td>
<td>1</td>
<td>$41.50</td>
<td>$41.50</td>
</tr>
</tbody>
</table>

**Order Summary**

<table>
<thead>
<tr>
<th>Category</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food</td>
<td>$175.00</td>
</tr>
<tr>
<td>Beverages</td>
<td>$92.50</td>
</tr>
<tr>
<td>Labor</td>
<td>$41.50</td>
</tr>
</tbody>
</table>

**Order Totals**

<table>
<thead>
<tr>
<th>Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sub Total</td>
<td>$309.00</td>
</tr>
<tr>
<td>Order Total</td>
<td>$309.00</td>
</tr>
</tbody>
</table>

**Payment Summary**

<table>
<thead>
<tr>
<th>Payment Method</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>W2298-Visa ending with 0374</td>
<td>$298.00</td>
</tr>
</tbody>
</table>

**Balance Due:** $0.00

---

**Special Instructions**

The contracted services are for a simple drop-off

---

Event Audit Report

Organization/Department: Broward SGA (FIU at I-75)
Representatives Name: Diana Arencitaes
Position: Student Life coord
Phone: 954-438-8633
Advisor: Marisa Salazar, Asst. Director
Event: Professional Dining Etiquette Luncheon (MMC)
Date: 11/06/2014
Time: 12:00 - 3 PM
Location: MMC - GC Ballrooms

Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Students</th>
<th>Community</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>0</td>
<td>7</td>
</tr>
</tbody>
</table>

SGC Financial Support

<table>
<thead>
<tr>
<th>Opening Balance</th>
<th>$42,455.07</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Spent</td>
<td>$150.00</td>
</tr>
<tr>
<td>Closing Balance</td>
<td>$42,305.07</td>
</tr>
</tbody>
</table>

What was the purpose of this event? Was that purpose accomplished?
The Professional Dining Etiquette Luncheon was a wonderful opportunity for our FIU at I-75 students to learn how to dine like a diplomat while enjoying a delicious lunch.

What was positive about this event? Why? The students learned a lot and will apply this useful information both professionally and personally.

What was negative about this event? Why? Nothing

Should this event be done again next year? Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

Please attach any articles, flyers, or photos.

Signature: Diana Arencitaes Date: 11/24/14
Advisor's Signature: Date: 11/24/14

Biscayne Bay Campus, WUC 301, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-4060 • sgabc.fiu.edu
Revised November 2011
Learn to dine like a diplomat! Know the fine points of professional dining etiquette and gain a significant advantage over the competition.

Our Professional Dining Etiquette training consists of a lunch or dinner at which participants dine while being instructed on professional dining etiquette.

The next Professional Dining Etiquette Lunch will take place on:

Thursday, November 6th
12:00pm - 3:00pm
Graham Center Ballrooms, MMC

SPACE IS LIMITED; PLEASE REGISTER AT:
http://go.fiu.edu/2014

For more information contact us at:
(305) 348 - 2423 or career.fiu.edu

Qualified individuals with a disability requesting an accommodation to attend this event must make the request no less than five working days in advance by 305.348.3532 or TTY via FAX 1.800.955.8771.
Diana Arcentales

To:       
Audrey Johnson1

Subject:  
FW: Billing ID 0000021339 has been approved.

Diana,

This is the approval notice completed by Ive.

Thanks

-----Original Message-----
From: ivpaul@fiu.edu [mailto:ivpaul@fiu.edu]
Sent: Tuesday, November 18, 2014 10:19 AM
To: Audrey Johnson1
Subject: Billing ID 0000021339 has been approved.

The following Billing ID has been approved:

Billing ID:   0000021339
Billing Department:  1521030001
Receiving Department:  1540340004

Use the link below to view Billing ID information.

Register to attend Professional Dining Etiquette Lunch Fall 2014

Terms: Send Payment To

Invoice For: Diana Arcentales
darcental@fiu.edu

| Invoice Date: October 23, 2014 | Invoice Number: 20141023-00001 |

<table>
<thead>
<tr>
<th>Charges</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Professional Dining Etiquette Lunch Fall 2014 Registration (Organization Sponsorship)</td>
<td>$150.00</td>
</tr>
</tbody>
</table>

SUBTOTAL: $150.00

BALANCE DUE: $150.00

PAYMENT DUE: UPON RECEIPT

For: 1 Table of 10 People for FIU at I-75 Students

Diana Arcentales
#1044331
11/6/14

For: Internal Smart Transfer Payment

**Event Audit Report**

**Organization/Department:** Broward SGA (FIU at I-75)  
**Representatives Name:** Diana Arcentales  
**Position:** Student Life coord  
**Phone:** 954-438-8633  
**Advisor:** Marisa Salazar, Asst. Director  
**Event:** Career Workshop on "Career Services, Federal Gov't Employment & You"  
**Date:** 11/01/2014  
**Time:** 1:00 - 2:30 PM  
**Location:** FIU at I-75 Room 427

**Attendance** (please attach sign-in sheet)  
- Students: 27  
- Community: 1  
- Faculty/Staff: 4  
- Total: 32

**SGC Financial Support**  
- Opening Balance: $42,910.07  
- Amount Spent: $455.00  
- Closing Balance: $42,455.07

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

This Saturday Career Workshop enabled our FIU at I-75 students to learn about the opportunities available through FIU Career Services Dept., how to navigate the Federal Gov't Employment sites & tips on good Resume writing.

What was positive about this event? Why?

The students learned a lot while enjoying a delicious Corner Bakery boxed lunch.

What was negative about this event? Why?

Nothing

Should this event be done again next year?

Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

Signature: [Signature]  
Date: 11/13/14

Advisor's Signature: [Signature]  
Date: 11/13/14
CAREER WORKSHOP
FIU AT I-75
SATURDAY
NOVEMBER 1, 2014
1:00 PM - 2:30 PM
ROOM 427
LUNCH WILL BE PROVIDED

RSVP ON-LINE
VIA YOUR FIU EMAIL
OR
CONTACT
DARCENTA@FIU.EDU

Sponsored by:
Biscayne Bay Campus and
FIU at I-75
FIU FLORIDA INTERNATIONAL UNIVERSITY
Career Services Office
Think about a job that you’d like to apply for...

What are the requirements / qualifications for this job?

Think about jobs, voluntary experiences, and projects that you’ve had...

List 2-4 major work activities related to these experiences.

Choosing one of the work activities above, identify 2-3 tasks or skills you used.

Identify accomplishments that you achieved related to each work activity.

➤ Who was impacted as a result?
➤ How significant was the impact?
➤ What were the cost savings?
➤ Did you exceed deadlines?
➤ Did you receive awards or recognition?
➤ What changed?
➤ What improved?

Write a resume objective or resume profile for the job that you’d like to apply for.
**INVOICE**

**Invoice #:** 11039924441547  
**Event Date/Time:** 11/01/2014 12:20PM

---

**Bill To:**  
**Company:** FIU  
**Customer:** DIANA ARCENTALES  
**Address:** 1930 SW 145TH AVE  
**City, State Zip:** MIRAMAR, FL 33027

---

**Quantity** | **Description** | **Cost**  
--- | --- | ---  
15 | Lunch Box w/ chips | $135.00  
15 | Lunch Box w/ chips | $135.00  
15 | Lunch Box w/ chips | $135.00  
5 | Lunch Box w/ chips | $45.00

---

**Sign up for our eCafe**  
to receive all the latest  
on what’s happening at  
Corner Bakery Cafe.  
www.cornerbakerycafe.com

---

**Your opinion is important!**  
Go to www.cafefeedback.com  
or call 866-306-6162 within 72  
hours and tell us about your visit. You could  
win $2000.00 in our monthly drawing.  
Code: 1547999111

---

**Sign up for our eCafe**  
to receive all the latest  
on what’s happening at  
Corner Bakery Cafe.  
www.cornerbakerycafe.com

---

**Your opinion is important!**  
Go to www.cafefeedback.com  
or call 866-306-6162 within 72  
hours and tell us about your visit. You could  
win $2000.00 in our monthly drawing.  
Code: 1547999111

---

**Food Safety Tips**  
Consume or Refrigerate below 41F/5C  
within 2 hours  
-reheat food to at least 165F/74C  
only once  
Discard after 48 hours

---

**Total Sales:** $450.00  
**Adjustments:** $0.00  
**Delivery Fee:** $5.00  
**Sales Tax:** $0.00  
**Sub-Total:** $455.00

---

**Gratuity:** $0.00  
**Final Total:** $455.00

---

**Payments:**  
Visa(9313) $455.00

---

**Guest Signature:**  
[Signature]

---

**Date/Time Printed:** 11/1/2014 11:16:38 AM
Come Back
**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:** 12/9 & 10/2014  
**Time:** 11am - 2pm  
**Location:** WUC 363  

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
</table>
| Students: 143  
Faculty/Staff: 30  
Total: 173 | Opening Balance: $485  
Amount Spent: $485  
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:**  
**Date:** 12/11/2014  
**Advisor’s Signature:**  
**Date:** 12/11/2014
Finals Week Break:
The International Lounge

Stop by the ISSS Conference room on Tuesday December 9th & Wednesday December 10th to take a break from the stress of finals and enjoy:

Tuesday December 9th  11AM - 2PM
- 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 December 10th  11AM - 2PM
- 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
r Funds
Florida International University • ISSS
Office WUC 141
8:23 • Fax: (305) 919-5771
MITTED 3 WEEKS IN ADVANCE

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<tbody>
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<td>$8.98</td>
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<td>$8.98</td>
</tr>
</tbody>
</table>

Credit Payment: $8.98
Change: $0.00

Special Price Savings: $8.98

Your Savings at Publix: $8.98

---

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

Publix Super Markets, Inc.

---

Requestor: [Signature]
Date: [Signature]

Director of ISSS: [Signature]
Date: [Signature]

Director of Campus Life: [Signature]
Date: [Signature]

---

Office Use Only
Req: ___________
PO: ___________
Rcpt: ___________
Vchr: ___________
Pd: ___________

---

Affidavit

---

Department Information

Name: ISSS

Address: 14641 Biscayne Blvd, North Miami, FL 33181

Fax: ___________

Account Information:

# #: WUC 363

Email: adawson@fiu.edu

GA FINANCE CODE: X (Please place check mark on line)

---

International Peer Mentors (Finals Week Break)

---

Students that attend the finals week break on
# Funds

**Institution**: University of Miami - ISSS  
**Location**: Office WUC 141  
**Contact Information**: Fax: (305) 919-5771  
**Due Date**: 1517140001

## Department Information

**Name**: ISSS  
**Representative**: Andre Dawson  
**Organization**: Coordinator  
**Contact Information**: 
- **Phone**: WUC 363  
- **Fax**: 319-5813  
- **Email**: adawson@fiu.edu  
**SGA Finance Code**: X  

## Item Description

<table>
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<td>$9.99</td>
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<td>9CT Mars Big Time Variety</td>
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<tr>
<td>400z Mint MARS Mix Vary</td>
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<td>$14.99</td>
</tr>
<tr>
<td>Sm Party Bag</td>
<td>2</td>
<td>$2.99</td>
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<tr>
<td>RYL Blu SM Party Bag</td>
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<td>$2.99</td>
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<tr>
<td>Sunshine YLM SM Party Bag</td>
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<td>$0.99</td>
</tr>
<tr>
<td>RYL Blu PLST</td>
<td></td>
<td>$0.99</td>
</tr>
</tbody>
</table>

**Total**: $44.94

---

**Notes**: And gift baggies for students that attend the finals
For Funds
International University • ISSS
Business Office WUC 141
5) 919-5223 • Fax: (305) 919-5771
AND SUBMITTED 3 WEEKS IN ADVANCE

information
Publix - PROCARD

dor #:__________ Address:______________
Biscayne Blvd, North Miami, FL
(305) 354-2171 Fax:______________

ement Code: 1517140001

am: International Peer Mentors (Finals Week Break)

ization/Department Information

ment Name: ISSS
stor's Name: Andre Dawson

ion in organization: Coordinator

ess or Rm. #: WUC 363
ne: 305-919-5813 Email: adawson@fiu.edu

be used:
Fruit and food for students that attend the finals week break

ation Representative: CL ACCOUNTING – DATE STAMP:
Hey 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: 96501-43978-0812-0941

Enter Validation Code: 

Bring receipt with code to redeem offer.
Visit DunkinDonuts.com for redemption restrictions.
Franchisee: Please use PLU #201

Question or Comment?
(855) 336-6697 *1 (Guest Feedback)
comments@surfsidecoffee.net

For Funds

Florida International University - ISSS
A&S Business Office WUC 141
Tel: (305) 919-5223 • Fax: (305) 919-5771

Ped and submitted 3 weeks in advance

Discount Total: $0.00
Change: $0.00
Visa: $23.98

----

Visit DunkinDonuts.com for redemption restrictions.

SGA Finance Code X (Please place check mark on line)

Donuts for students that attend the finals week
You Saved $1.59

RASPBERRIES RED
1 @ 2 FOR 5.00
   2.50 F
You Saved 1.59

BANANAS
- 3.04 lb @ 0.69/1b
2.10 F
- 2.33 lb @ 0.69/1b
1.61 F
- 3.09 lb @ 0.69/1b
2.13 F
- 2.90 lb @ 0.69/1b
2.00 F
- 2.62 lb @ 0.69/1b
1.81 F

ORANGES FLORIDA
- 1 @ 2 FOR 5.00
   2.50 F
You Saved 2.09

PUBLIX BLK CHERRY
PUB COLA
- 3.07 T F
PUB LEM/LIME SODA
- 3.07 T F
PUB LEM/LIME SODA
- 3.07 T F
PUBLIX BLK CHERRY
PUB COLA
- 3.07 T F
PUB LEM/LIME SODA
- 3.07 T F
PUB LEM/LIME SODA
- 3.07 T F
TAX EXEMPT #

Order Total 97.68
Grand Total 97.68
Credit Payment 97.68
Change 0.00
TAX FORGIVEN 0.71

Savings Summary
Special Price Savings 18.56
* Your Savings at Publix 18.56

PRESTO!
Reference #: 104932-003
Trace #: 0010015791
Acct #: XXXXXXXXXXXXX0374
Purchase VISA
Amount: 97.68
Auth #: 0082510

Your Cashier was Brianna

12/08/2014 22:30 S0046 R110 9429 C0202

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

Publix Super Markets, Inc.
Thank You For Choosing
Papa John's Pizza
Restaurant #0378
General Manager - Luiz Cruz
Tax Exempt

---

Name: Andre Andre
Address: Fiu W363
3000 151st st ne
Miami FL 33182
Phone: (305) 919-5813
Order #: 0007 Phone /Delivery
Delivery Remarks: 3058126155 andre

---

Luiz 12/10/2014 12:00 PM
Out Time: 12:18 PM

---

Date
1

---

5 <16> 16" Original 75.00
+5 Pepperoncini Pepper
+Pepperoni

---

5 <16> 16" Original 75.00
+5 Pepperoncini Pepper
+5 Garlic Sauce Cup
+Extra Cheese

---

5 <16> 16" Original 75.00
+5 Garlic Sauce Cup
+Sausage
+5 Pepperoncini Pepper

---

Delivery Fee 3.00
Subtotal: 228.00
Discount: 120.00
Food Tax: 0.00
Tax: 0.00
Total: 108.00

---

Customer Signature
Customer Title
Better Ingredients
Better Pizza

---

Out: 12:18 PM OTD: 00:10

---

Date:

Director of Campus Life

---

Office Use Only

Revised 07/12
**Event Audit Report**

**Organization/Department:** Broward SGA (FIU at I-75)  
**Representatives Name:** Diana Arcentales  
**Position:** Student Life coord  
**Phone:** 954-438-8633  
**Advisor:** Marisa Salazar, Asst. Director  
**Event:** Stress Relief Week Fall 2014 (M-Th, Dec. 1-4 & Sat., Dec. 6, 2014)  
**Date:** 12/1-12/6/2014  
**Time:** 4:15-6:30 PM  
**Location:** FIU at I-75

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
</tr>
</thead>
</table>
| Students: 340  
Faculty/Staff: 32  
Total: 379 | Opening Balance: $33,012.60  
Amount Spent: $1,568.33  
Closing Balance: $31,444.27 |

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

The Stress Relief Week Fall 2014 event was a great opportunity for our FIU at I-75 students to relax while enjoying a chair massage, snacks and beverages before exam week.

What was positive about this event? Why?

The students were thrilled with their massages, snacks, beverages and beautiful sport water bottle freebies.

What was negative about this event? Why?

Nothing

Should this event be done again next year?

Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

Please attach any articles, flyers, or photos.

**Signature:**  
**Date:** 12/8/14

**Advisor's Signature:**  
**Date:** 12/8/14
FINALS have you stressed out?
TAKE a break and JOIN US

December 1st - 4th
4:15 PM - 6:30 PM
3rd Floor Lobby

December 6th
11:30 AM - 1:30 PM
1st Floor Lobby

FREE Massages, snacks and FIU Gear

SGA

Biscayne Bay Campus and
FIU at I-75
Florida International University

SERVICES/ENTERTAINMENT/PERFORMANCE AGREEMENT

(Services provided by an entertainer, guest speaker, trainer, lecturer, academic reviewer, performer, education or athletic service provider for less than $75,000 and requiring a single payment after services rendered)

This Services/Entertainment/Performance Agreement (the "Agreement") is entered into as of the date fully executed below (the "Effective Date"), by and between The Florida International University Board of Trustees ("FIU"), on behalf of the Corporate Body, Inc. ("Vendor ID #: 1145"), whose address for notice purposes is 12717 W. Sunrise Blvd., Suite 334, Sunrise, FL 33323 ("Vendor").

The parties agree as follows:

1. SERVICE. Vendor is an independent contractor and shall provide the following service(s) (the "Services"): Chair Massages provided by Corporate Body, Inc. Licensed Massage Therapists Monday, December 1st - Thursday, December 4, 2014 from 4:15 PM - 6:30 PM on 3rd floor (2 therapists).

2. LOCATION AND TIMES OF PERFORMANCE OF SERVICES.

- The Premises: FIU at I-75 (1930 SW 145th Avenue, Miramar, FL 33027)
- Date(s):
  - Monday, December 1, 2014
  - Tuesday, December 2, 2014
  - Wednesday, December 3, 2014
  - Thursday, December 4, 2014
- Between the hours of:
  - 4:15 PM - 6:30 PM

3. FEE/COMPENSATION.

- FIU will pay Vendor in the following method (pick one):
  - A fee of $1,344.00; OR
  - An amount not to exceed $, calculated as follows: __________, entered payment calculation here.

- Select here if FIU must compensate Vendor for expenses. The expenses include: N/A

4. PAYMENT TERMS.

- Payee: Enter Payee name if different than Vendor name. If inapplicable, write "N/A.
- Special Payment Terms: Enter any special payment terms here. If inapplicable, write "N/A.

5. EQUIPMENT AND PERSONNEL. FIU will make the Premises available and provide the following equipment for the Services (if any):

6. FIU CONTACT INFORMATION. All correspondence to FIU related to this Agreement shall be addressed to: Diana Arcentales (name) at FIU at I-75, 1930 SW 145th Ave., Miramar, FL 33027 (address) 954-438-8633 (phone) decentals@fiu.edu (email)

7. TERMS AND CONDITIONS. This Agreement shall be subject to the Terms and Conditions set forth at http://generalcounsel.fiu.edu/forms.htm in effect upon the Effective Date of this Agreement. Such Terms and Conditions are hereby incorporated herein and made a part hereof by reference. By signing below, Vendor represents that Vendor has had the opportunity to review and agrees to abide by all the terms and conditions contained therein. Vendor represents that Vendor/Payee is not an employee of the State of Florida, or, if Vendor is an employee of the State of Florida, has attached a dual compensation form to this Agreement. The duly authorized representatives of the parties execute this Agreement.

VENDOR:

- Signature: ____________________________
- Corporate Body, Inc.
- Print Name: Ronald W. Schwab
- Title: President
- Date: 11/4/14

THE FLORIDA INTERNATIONAL UNIVERSITY BOARD OF TRUSTEES

- Signature: ____________________________
- Name: Kelly Loll, C.P.M.
- Title: Director of Purchasing
- Date: ____________________________

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

Name: ____________________________
Accountable Officer (Business Unit Approver)

OGU: Services Entertainment Performance Agreement 07/2014

Page 1 of 1
<table>
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<tr>
<td>APPROVAL #</td>
<td>33452</td>
<td></td>
</tr>
<tr>
<td>REF #</td>
<td>00</td>
<td></td>
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<tr>
<td>TRANS ID</td>
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</tr>
<tr>
<td>VALIDATION</td>
<td>74XM</td>
<td></td>
</tr>
<tr>
<td>PAYMENT SERVICE</td>
<td>E</td>
<td></td>
</tr>
<tr>
<td>P.O. #</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>TERMINAL #</td>
<td>168061854</td>
<td></td>
</tr>
<tr>
<td>11/26/14</td>
<td>11:32:31</td>
<td></td>
</tr>
<tr>
<td>CHANGE DUE</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>SHOP.CARD REDEMPTION</td>
<td>12.67</td>
<td></td>
</tr>
<tr>
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<td></td>
</tr>
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<td></td>
</tr>
<tr>
<td>REF #</td>
<td>0107839</td>
<td></td>
</tr>
</tbody>
</table>

Black Friday starts Thurs 6am and 8pm
Continues Friday 6am and all weekend!

# ITEMS SOLD 40
Get 2X Savings Catcher Reward Dollars
w/Bluebird thru 2/28/15. Visit wmt.co
12/04/14 12:44:45

Get 2X Savngs Catcher Reward Dollars
w/Bluebird thru 2/28/15. Visit wmt.co
12/04/14 12:44:45

Get 2X Savngs Catcher Reward Dollars
w/Bluebird thru 2/28/15. Visit wmt.co
12/04/14 12:44:45
Dear Jennifer Reid,

Your unencumbered form has been submitted successfully for vendor ID 0000001145.

Below details for this request:

- Vendor Name: CORPORATE BODY INC
- Invoice ID: 507156
- Total amount: 1344.00

Thank You
Organization/Department: Broward SGA (FIU at I-75)

Representatives Name: Diana Arcentales Position: Student Life coord

Phone: 954-438-8633 Advisor: Marisa Salazar, Assoc Director


Date: 1/12-1/17/2015 Time: 4:30-6:30 PM Location: FIU at I-75 (Common Area)

Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Students</th>
<th>Community</th>
</tr>
</thead>
<tbody>
<tr>
<td>706</td>
<td>5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Faculty/Staff</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>723</td>
</tr>
</tbody>
</table>

SGC Financial Support

<table>
<thead>
<tr>
<th>Opening Balance</th>
<th>Amount Spent</th>
<th>Closing Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>$35,765.09</td>
<td>$9,825.50</td>
<td>$25,939.59</td>
</tr>
</tbody>
</table>

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

The Week of Welcome Spring 2015 event was a great opportunity to welcome FIU at I-75 students for the new semester.

What was positive about this event? Why?

The students enjoyed specially designed long sleeve shirts, Chick-fil-A chocolate chip cookies, bottled water & Capri Sun juices.

What was negative about this event? Why?

Nothing

Should this event be done again next year?

Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales Date: 2/3/15

Advisor's Signature: Date: 2/3/15
FLORIDA INTERNATIONAL UNIVERSITY

WEEK OF WELCOME

MONDAY - THURSDAY
JANUARY 12-15 @ 4:30 P.M. - 6:30 P.M.

SATURDAY
JANUARY 17 @ 11:30 A.M. - 1:30 P.M.

FIU at I-75 Commons Area
*LIMITED QUANTITIES/1ST COME-1ST SERVED

FREE SNACKS &
FIU at I-75 GEAR

SPONSORED BY:
ECA
Florida Bay Campus Staff
FIU at I-75
## Walmart Receipt

**Walmart**

*Save money. Live better.*

**Manager: Richard Parham**

12800 Pines Blvd
Pembroke Pines, FL

**Store #:** 5932 **DC:** 00001506 **TX:** 378 **TR:** 0988

### Items Purchased

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Code</th>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS GRAPE</td>
<td>008768400103</td>
<td>3</td>
<td>1.94</td>
</tr>
<tr>
<td>CS GRAPE</td>
<td>008768400103</td>
<td>3</td>
<td>1.94</td>
</tr>
<tr>
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<td>3</td>
<td>1.94</td>
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<tr>
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<td>3</td>
<td>1.94</td>
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<tr>
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<td>008768400103</td>
<td>3</td>
<td>1.94</td>
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<tr>
<td>CS GRAPE</td>
<td>008768400103</td>
<td>3</td>
<td>1.94</td>
</tr>
<tr>
<td>CS MT COOLER</td>
<td>008768400094</td>
<td>3</td>
<td>1.94</td>
</tr>
<tr>
<td>CS MT COOLER</td>
<td>008768400094</td>
<td>3</td>
<td>1.94</td>
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<tr>
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<td>1.94</td>
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<tr>
<td>CS MT COOLER</td>
<td>008768400094</td>
<td>3</td>
<td>1.94</td>
</tr>
<tr>
<td>CS PC COOLER</td>
<td>008768400095</td>
<td>3</td>
<td>1.94</td>
</tr>
<tr>
<td>CS PC COOLER</td>
<td>008768400095</td>
<td>3</td>
<td>1.94</td>
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<tr>
<td>CS PC COOLER</td>
<td>008768400095</td>
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<td>1.94</td>
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</tbody>
</table>

**Subtotal:** $19.40

<table>
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<tr>
<td>STRAW-KIW</td>
<td>008768400511</td>
<td>3</td>
<td>5.74</td>
</tr>
<tr>
<td>STRAW-KIW</td>
<td>008768400511</td>
<td>3</td>
<td>5.74</td>
</tr>
<tr>
<td>STRAW-KIW</td>
<td>008768400511</td>
<td>3</td>
<td>5.74</td>
</tr>
</tbody>
</table>

**Subtotal:** $34.76

<table>
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<tr>
<td>CS FRT PUNCH</td>
<td>008768400512</td>
<td>3</td>
<td>5.74</td>
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<tr>
<td>STRAW-KIW</td>
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<td>3</td>
<td>5.74</td>
</tr>
<tr>
<td>STRAW-KIW</td>
<td>008768400511</td>
<td>3</td>
<td>5.74</td>
</tr>
<tr>
<td>STRAW-KIW</td>
<td>008768400511</td>
<td>3</td>
<td>5.74</td>
</tr>
<tr>
<td>STRAW-KIW</td>
<td>008768400511</td>
<td>3</td>
<td>5.74</td>
</tr>
</tbody>
</table>

**Subtotal:** $63.46

<table>
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<th>Price</th>
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<tbody>
<tr>
<td>NPL WTR 28PK</td>
<td>006827473529</td>
<td>3</td>
<td>3.48</td>
</tr>
<tr>
<td>NPL WTR 28PK</td>
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<td>3</td>
<td>3.48</td>
</tr>
<tr>
<td>NPL WTR 28PK</td>
<td>006827473529</td>
<td>3</td>
<td>3.48</td>
</tr>
<tr>
<td>NPL WTR 28PK</td>
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</tr>
<tr>
<td>NPL WTR 28PK</td>
<td>006827473529</td>
<td>3</td>
<td>3.48</td>
</tr>
</tbody>
</table>

**Subtotal:** $87.82

**Total:** $87.82

---

**Account #:** 9313 **Approval #:** 008514

**Ref #:** 1042000314 **Trans ID:** 285008586349959 **Validation:** HSLF **Payment Service:** E **Terminal #:** 168066321

**Date:** 01/08/15 **Time:** 11:17:33 **Change Due:** 0.00 **Items Sold:** 26

---


**Date:** 01/08/15 **Time:** 11:17:33

---

***Customer Copy***
Customer Name: DIANA ARCENTALES
Phone: (954) 438-8633

048419497011 54X108IN APP $1.99 *
54X108IN APPLE RED TC PLSTC
048419497011 54X108IN APP $1.99 *
54X108IN APPLE RED TC PLSTC
048419489146 54X108IN GLD $11.94 *
54X108IN GLD TC PLSTC 6 @ $1.99
048419530534 54X108IN RYL $7.96 *
54X108IN RYL BLU TC PLSTC 4 @ $1.99

=======================================
SUBTOTAL $23.88
TOTAL $23.88
CR VISA $23.88
ITEMS = 12

=======================================
CR VISA SALE $23.88
XXXXX00000000000000
APPR: 002691
JOURNAL: 032401867254957

CUSTOMER COPY

STORE 324 TRN 37 REG 4
12-15-2014 02:31:30 PM

ODC 10LL 004 01DN

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.
Bill To: Florida International University - Broward P
Ship To: Attn. Diana Arcentales
000131860 1930 SW 145th Ave. Room 302
1930 SW 145th Ave. Room 302
Miramar, Florida 33027 Miramar, Florida 33027

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>District DT5201 Soft-Spun cotton Navy S-XL</td>
<td>400</td>
<td>$10.25</td>
<td>$4,100.00*</td>
</tr>
<tr>
<td>District DT5201 Soft-Spun cotton Navy 2XL</td>
<td>15</td>
<td>$12.25</td>
<td>$183.75*</td>
</tr>
<tr>
<td>District DT5201 Soft-Spun cotton Navy S-XL</td>
<td>425</td>
<td>$10.25</td>
<td>$4,356.25*</td>
</tr>
<tr>
<td>District DT5200 Soft-Spun cotton Navy 2-3XL</td>
<td>35</td>
<td>$12.25</td>
<td>$428.75*</td>
</tr>
<tr>
<td>5cents T-shirt Design</td>
<td>1</td>
<td>$0.05</td>
<td>$0.05*</td>
</tr>
</tbody>
</table>

* Indicates non-taxable item

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>subtotal</td>
<td>$9,068.80</td>
</tr>
<tr>
<td>TAX (7.00%)</td>
<td>$0.00</td>
</tr>
<tr>
<td>Shipping</td>
<td>$0.00</td>
</tr>
<tr>
<td>total</td>
<td>$9,068.80</td>
</tr>
<tr>
<td>paid</td>
<td>$0.00</td>
</tr>
<tr>
<td>balance due</td>
<td>$9,068.80</td>
</tr>
</tbody>
</table>

PayPal
Click here to pay
Project name: FIU Broward Shirts
Company: FIU at I-75
Shipping Address: 1930 S.W. 145th Avenue | Room 302
Miramar, FL 33027
Contact phone number: Diana Arcentales
e-mail: darcenta@fiu.edu

Shipping Address: 1930 S.W. 145th Avenue | Room 302
Miramar, FL 33027

Contact phone number: Diana Arcentales
e-mail: darcenta@fiu.edu

<table>
<thead>
<tr>
<th>Front Color: RED/BLUE/WHITE/GOLD</th>
<th>Back Color: FIU GOLD/WHITE</th>
<th>Sleeve Color: WHITE</th>
</tr>
</thead>
<tbody>
<tr>
<td>460 District DT5200 100% soft spun cotton - Navy</td>
<td>S: 125 M: 125 L: 100 XL: 75 2XL: 20 3XL: 15</td>
<td></td>
</tr>
</tbody>
</table>

Cost of DT5201 at $10.25 (S-XL), $12.25 (2-3XL) Screen Cost: 0.00
Cost of DT5200 at $10.25 (S-XL), $12.25 (2XL) Set up Cost: Art Fee: 5¢ T-shirt Design®

Other:

T-shirt Order: $4,283.75 + 4,785.00 + .05 (design) = $9,068.80
Shipping: FREE
TAX: DNA

TOTAL: $9,068.80

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.

Thank you!
Welcome to Chick-fil-A
Pembroke Lakes Mall (#00461)
Pembroke Pines, FL
(954) 435-2677
CUSTOMER COPY

**** DUPLICATE RECEIPT ****
1/12/2015 4:56:26 PM
EAT IN

Order Number: 1293007

Tax Acct: FLORIDA INTERNATIONAL UNIVERSITY
125Cookie 1 Ct 161.25

Sub. Total: $161.25
Tax: $0.00
Total: $161.25

Change $0.00

Visa: $161.25

Register: 7  Tran Seq No: 1293007
Cashier: Jessica

It was a pleasure serving you!
Have a wonderful day.

Visa
Card Num: (* ) XXXXXXXXXXXX313
Terminal: 0A3512751001
Approval: 035093
Sequence: 027176

I agree to pay the above Total Amount
according to Card Issuer Agreement.

Signature: [Signature]
Welcome to Chick-fil-A
Pembroke Lakes Mall (#00461)
Pembroke Pines, FL
(954) 435-2677
CUSTOMER COPY
1/13/2015 3:42:01 PM
EAT IN
Order Number: 1293396

Tax Acct: FIU Broward
125Cookie 1 Ct

Sub. Total: $161.25
Tax: $0.00
Total: $161.25

Change $0.00
Visa: $161.25

Register: 4 Tran Seq No: 1293396
Cashier: Scarlett
It was a pleasure serving you!
Have a wonderful day.

Card Num: (*) XXXXXXXXXXXX9313
Terminal: KA13512731001
Approval: 030718
Sequence: 027351

I agree to pay the above Total Amount according to Card Issuer Agreement.

Signature: Dias Arevalo
Refund to Visa card due to vendor error

Week of Welcome Spring 2015

Just Keep for Records Tracking.
Welcome to Chick-fil-A
Pembroke Lakes Mall (#00461)
Pembroke Pines, FL
(954) 435-2677
CUSTOMER COPY
1/15/2015 3:43:29 PM
EAT IN
Order Number: 1294463

Tax Acct: FIU Broward
125 Cookie 1 Ct
Sub. Total: $161.25
Tax: $0.00
Total: $161.25
Change: $0.00

Register: #7 Tran Seq No: 1294463
Cashier: Rachel
It was a pleasure serving you!
Have a wonderful day.

Visa Card Num: (*) 0000000000009313
Terminal: K413512731001
Approval: 054040
Sequence: 027799

I agree to pay the above Total Amount according to Card Issuer Agreement.

Signature: Diana Arasturi
Welcome to Chick-fil-A
Pembroke Lakes Mall (#00461)
Pembroke Pines, FL
(954) 435-2677
CUSTOMER COPY
1/15/2015 3:42:51 PM
EAT IN
Order Number: 1294460

Tax Acct: FIU Broward
125Cookie 1 Ct          161.25

Sub. Total:           $161.25
Tax:                      $0.00
Total:                $161.25

Change:       $0.00
Visa:           $161.25
Register: 7     Tran Seq No: 1294460
Cashier: Rachel

It was a pleasure serving you!
Have a wonderful day.

Visa
Card Num: (9) Xxxxxxxxxxxx9313
Terminal: KA13512731001
Approval: 052962
Sequence: 027798

I agree to pay the above Total Amount according to Card Issuer Agreement.

Signature: [Signature]
**Organization/Department:** International Student & Scholar Services  
**Representatives Name:** Ariel Ortiz  
**Position:** Assist. Dir.  
**Phone:** 6-5813  
**Advisor:** Ariel Ortiz  
**Event:** International Student Immigration Orientation  
**Date:** 01/09/2015  
**Time:** 8:30AM-12PM  
**Location:** WUC 155

### 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>19</td>
<td>0</td>
<td></td>
<td>19</td>
</tr>
</tbody>
</table>

### SGC Financial Support

<table>
<thead>
<tr>
<th>Opening Balance</th>
<th>$1,456.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Spent</td>
<td>$936.00</td>
</tr>
<tr>
<td>Closing Balance</td>
<td>$520.00</td>
</tr>
</tbody>
</table>

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

To provide orientation to incoming international students. Yes it was accomplished. (please see evaluation report attached)

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

We had a good turn out for a Spring semester. Students provided positive feedback.

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

The event went smooth. We would have liked to see more students attend orientation. We are expecting 50 new International Students at BBC this semester, however we do not make orientation mandatory.

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

Yes, it is important for incoming International Students.

Please attach any articles, flyers, or photos.

**Signature:**  
**Date:** 01/09/2015

**Advisor's Signature:**  
**Date:** 01/09/2015
International Student Orientation

All new & transfer International Students are REQUIRED to attend

When: Friday, January 9th, 2015
Where: WUC 155
Time: 9:00am
Panther Premier
Events and
Catering at
Biscayne Bay

Campus
(305) 919-5322

Customer Information
First Name: Ariel
Last Name: Ortiz
Organization/Department:
Email: ariortiz@fiu.edu
Phone: 65813
Office Location: WUC 363
Fax: 1ramirez
Tax Exempt: True
Exempt Info: FIU

Payment Information
Payment: W1483-Visa ending 0476

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

Event Information
Guest Count: 50
Pick-up/Delivery Date: Friday, 1/9/2015
Room Availability Time: 7:00 AM
Set By Time: 8:00 AM
Event Start Time: 8:30 AM
Event End Time: 10:00 AM

FOOD

<table>
<thead>
<tr>
<th>Item</th>
<th>Qty</th>
<th>Price</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>International Breakfast</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Home Fries</td>
<td>50</td>
<td>$12.50</td>
<td>$625.00</td>
</tr>
<tr>
<td>Bacon</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scramble Eggs</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Fruit Platter for 30 PP  
50 Parfaits  
2 Gal. Coffee  
2 Gal. Hot Tea  
Iced Water  
Fruit Punch

<table>
<thead>
<tr>
<th>Order Summary</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Food</td>
<td>$625.00</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.

<table>
<thead>
<tr>
<th>Order Totals</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Sub Total</td>
<td>$625.00</td>
</tr>
<tr>
<td>Order Total</td>
<td>$625.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Payment Summary</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment: W1483-Visa ending with 0476</td>
<td>$-625.00</td>
</tr>
<tr>
<td>1/9/2015 3:06:13 PM</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

Special Instructions

Estimate #28641
Invoice

Reservations: 7400

Event Name: International Student Orientation
Status: Web Hold
Phone: (305) 919-4813
Fax: (305) 919-4824
Event Type: FIU Official Orientation
Event Coordinator: Steven James
2nd Contact: Nancy Hernandez
Phone: (305) 919-5813

Bookings / Details

Friday, January 09, 2015
9:00 AM - 12:00 PM International Student Orientation (Confirmed) WUC 155
Reserved: 8:00 AM - 1:00 PM
Board Room for 35
Room Charge:

Department Rate
Event/Marketing Description:
New International Students Orientation.
AV Equipment:
- LCD Projector Sanyo (WUC 155)
- Projector Screen (8x8) (WUC 155)
- Microphone (Wired)
- Portable Powered Speaker Behringher 212D

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
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Subtotal $311.00
Grand Total $311.00
Room:
39ft. 6.00in. X 36ft. 6.00in.
Usable Space

WUC 155
ISS
International Orientation
Jan 9 2015

Set Up Notes:
-16 Classroom tables with 3 chairs each
-2 Skirted Buffet Tables
Where is your file located?

<table>
<thead>
<tr>
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2. What is your department/program?

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<td>advertising</td>
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<td>Hospitality Management</td>
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<td>sport management</td>
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3. What is your home country?

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4. Check your degree level:

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<td>Master's</td>
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<td>9</td>
<td>53%</td>
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<tr>
<td>3</td>
<td>Doctorate</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>4</td>
<td>Certificate/ Other</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>5</td>
<td>Dual Enrollment</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
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<table>
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<tr>
<td>Max Value</td>
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</tr>
<tr>
<td>Mean</td>
<td>1.53</td>
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<tr>
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<td>0.26</td>
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<tr>
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</tr>
<tr>
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</table>
5. I received appropriate information about F-1 student policies and procedures at FIU.

<table>
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<tbody>
<tr>
<td>1</td>
<td>Strongly Agree</td>
<td>13</td>
<td></td>
<td>76%</td>
</tr>
<tr>
<td>2</td>
<td>Agree</td>
<td>4</td>
<td></td>
<td>24%</td>
</tr>
<tr>
<td>3</td>
<td>Neutral</td>
<td>0</td>
<td></td>
<td>0%</td>
</tr>
<tr>
<td>4</td>
<td>Disagree</td>
<td>0</td>
<td></td>
<td>0%</td>
</tr>
<tr>
<td>5</td>
<td>Strongly Disagree</td>
<td>0</td>
<td></td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>17</td>
<td></td>
<td></td>
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</tbody>
</table>

Statistic

<table>
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</tr>
<tr>
<td>Max Value</td>
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</tr>
<tr>
<td>Mean</td>
<td>1.24</td>
</tr>
<tr>
<td>Variance</td>
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</tr>
<tr>
<td>Standard Deviation</td>
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<tr>
<td>Total Responses</td>
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</table>
Information was presented in an organized and effective manner.

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<td>3</td>
<td>Neutral</td>
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<td>0</td>
<td>0%</td>
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<tr>
<td>4</td>
<td>Disagree</td>
<td>0</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>5</td>
<td>Strongly Disagree</td>
<td>0</td>
<td>0</td>
<td>0%</td>
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<tr>
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<td>0.44</td>
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<tr>
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7. I feel more knowledgeable about Immigration Regulations

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<td>Agree</td>
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<td>5</td>
<td>29%</td>
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<td>3</td>
<td>Neutral</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>4</td>
<td>Disagree</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>5</td>
<td>Strongly Disagree</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Total</td>
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<tr>
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8. ISSS staff made me feel welcomed to FIU

<table>
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<th>Response</th>
<th>%</th>
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</tr>
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<td>Agree</td>
<td></td>
<td>2</td>
<td>12%</td>
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<tr>
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<td>Neutral</td>
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<td>0</td>
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<tr>
<td>4</td>
<td>Disagree</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>5</td>
<td>Strongly Disagree</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
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9. ISSS staff appropriately addressed my questions in a professional and courteous manner.

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<td>76%</td>
</tr>
<tr>
<td>2</td>
<td>Agree</td>
<td></td>
<td>4</td>
<td>24%</td>
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<tr>
<td>3</td>
<td>Neither Agree nor Disagree</td>
<td></td>
<td>0</td>
<td>0%</td>
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<td>4</td>
<td>Disagree</td>
<td></td>
<td>0</td>
<td>0%</td>
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<tr>
<td>5</td>
<td>Strongly Disagree</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Total</td>
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10. Comments:

Text Response
It really help me to study in fu
Thank You
Best welcoming staff. good job planning thank you
like fu so far, people are nice here.
Very Good
Thank You
More information regarding CPT

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### Campus where your file is located?

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</tr>
<tr>
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2. What is your department/program?

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<td>Hospitality Management</td>
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<tr>
<td>sport management</td>
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Total Responses | 9
3. What is your home country?

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<td>china</td>
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<td>China</td>
</tr>
<tr>
<td>China</td>
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<tr>
<td>China</td>
</tr>
<tr>
<td>Japan</td>
</tr>
<tr>
<td>Korea</td>
</tr>
<tr>
<td>venezuela</td>
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<td>Vietnam</td>
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4. What is your degree level?

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<td>Master's Degree</td>
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<td>9</td>
<td>75%</td>
</tr>
<tr>
<td>3</td>
<td>Doctorate</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>4</td>
<td>Certificate/ Other</td>
<td></td>
<td>0</td>
<td>0%</td>
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<td>5</td>
<td>Dual Enrollment</td>
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<td>0</td>
<td>0%</td>
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<tr>
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5. Immigration Records & Documents The following documents must always be valid (unexpired) while you are in the U.S. (please check all that correct answers)

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<td>42%</td>
</tr>
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<td>75%</td>
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</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>3</td>
</tr>
<tr>
<td>Total Responses</td>
<td>12</td>
</tr>
</tbody>
</table>
6. Which of the following changes to your personal information must be reported to ISSS:

<table>
<thead>
<tr>
<th></th>
<th>Answer</th>
<th>Bar</th>
<th>Response</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>New address</td>
<td></td>
<td>12</td>
<td>100%</td>
</tr>
<tr>
<td>2</td>
<td>New boyfriend or girlfriend</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>3</td>
<td>New hairstyle</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td>12</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
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<th>Value</th>
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</thead>
<tbody>
<tr>
<td>Min Value</td>
<td>1</td>
</tr>
<tr>
<td>Max Value</td>
<td>1</td>
</tr>
<tr>
<td>Mean</td>
<td>1.00</td>
</tr>
<tr>
<td>Variance</td>
<td>0.00</td>
</tr>
<tr>
<td>Standard Deviation</td>
<td>0.00</td>
</tr>
<tr>
<td>Total Responses</td>
<td>12</td>
</tr>
</tbody>
</table>
7. Enrollment Requirements: How many credits must you take each fall and spring to be considered full-time for immigration purposes? (Answer the one that applies to you)

<table>
<thead>
<tr>
<th>#</th>
<th>Answer</th>
<th>Bar</th>
<th>Response</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>6</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>5</td>
<td>9</td>
<td></td>
<td>3</td>
<td>27%</td>
</tr>
<tr>
<td>6</td>
<td>12</td>
<td></td>
<td>8</td>
<td>73%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
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</thead>
<tbody>
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<td>Min Value</td>
<td>5</td>
</tr>
<tr>
<td>Max Value</td>
<td>6</td>
</tr>
<tr>
<td>Mean</td>
<td>5.73</td>
</tr>
<tr>
<td>Variance</td>
<td>0.22</td>
</tr>
<tr>
<td>Standard Deviation</td>
<td>0.47</td>
</tr>
<tr>
<td>Total Responses</td>
<td>11</td>
</tr>
</tbody>
</table>
How many online credits may count toward the full-time enrollment requirement?

<table>
<thead>
<tr>
<th>#</th>
<th>Answer</th>
<th>Bar</th>
<th>Response</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td></td>
<td>1</td>
<td>11%</td>
</tr>
<tr>
<td>2</td>
<td>2</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
<td></td>
<td>8</td>
<td>89%</td>
</tr>
<tr>
<td>4</td>
<td>4</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>5</td>
<td>5</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>6</td>
<td>6</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td>9</td>
<td></td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Statistic</th>
<th>Value</th>
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<tbody>
<tr>
<td>Min Value</td>
<td>1</td>
</tr>
<tr>
<td>Max Value</td>
<td>3</td>
</tr>
<tr>
<td>Mean</td>
<td>2.78</td>
</tr>
<tr>
<td>Variance</td>
<td>0.44</td>
</tr>
<tr>
<td>Standard Deviation</td>
<td>0.67</td>
</tr>
<tr>
<td>Total Responses</td>
<td>9</td>
</tr>
</tbody>
</table>
9. International Travel  How many months is the DSO signature on page 3 of your I-20 valid for travel purposes?

<table>
<thead>
<tr>
<th>#</th>
<th>Answer</th>
<th>Bar</th>
<th>Response</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>6</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>2</td>
<td>12</td>
<td></td>
<td>9</td>
<td>100%</td>
</tr>
<tr>
<td>3</td>
<td>18</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>9</td>
<td></td>
</tr>
</tbody>
</table>

**Statistic**

<table>
<thead>
<tr>
<th>Statistic</th>
<th>Value</th>
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<tbody>
<tr>
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<tr>
<td>Max Value</td>
<td>2</td>
</tr>
<tr>
<td>Mean</td>
<td>2.00</td>
</tr>
<tr>
<td>Variance</td>
<td>0.00</td>
</tr>
<tr>
<td>Standard Deviation</td>
<td>0.00</td>
</tr>
<tr>
<td>Total Responses</td>
<td>9</td>
</tr>
</tbody>
</table>
10. **If your F-1 visa is expired and you plan to renew it while you are abroad, you must request the following from ISSS before leaving the U.S.:**

<table>
<thead>
<tr>
<th>#</th>
<th>Answer</th>
<th>Bar</th>
<th>Response</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>A letter addressed to the embassy/consulate asking for a new visa</td>
<td></td>
<td>1</td>
<td>10%</td>
</tr>
<tr>
<td>2</td>
<td>A new I-20 with updated financial information</td>
<td></td>
<td>7</td>
<td>70%</td>
</tr>
<tr>
<td>3</td>
<td>A new travel signature on your old I-20</td>
<td></td>
<td>3</td>
<td>30%</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>3</td>
</tr>
<tr>
<td>Total Responses</td>
<td>10</td>
</tr>
</tbody>
</table>
11. Employment How many hours a week can an F-1 international student work on campus during the Fall and Spring semesters?

<table>
<thead>
<tr>
<th>Text Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
</tr>
<tr>
<td>20</td>
</tr>
<tr>
<td>20</td>
</tr>
<tr>
<td>20</td>
</tr>
<tr>
<td>20</td>
</tr>
<tr>
<td>20</td>
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<tr>
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<tr>
<td>20</td>
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<tr>
<td>20</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Statistic</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Responses</td>
<td>11</td>
</tr>
</tbody>
</table>
12. Can international students work off-campus without authorization from ISSS?

<table>
<thead>
<tr>
<th>#</th>
<th>Answer</th>
<th>Bar</th>
<th>Response</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Yes</td>
<td><img src="image" alt="Yes Bar" /></td>
<td>1</td>
<td>9%</td>
</tr>
<tr>
<td>2</td>
<td>No</td>
<td><img src="image" alt="No Bar" /></td>
<td>10</td>
<td>91%</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td>11</td>
<td></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>1.91</td>
</tr>
<tr>
<td>Variance</td>
<td>0.09</td>
</tr>
<tr>
<td>Standard Deviation</td>
<td>0.30</td>
</tr>
<tr>
<td>Total Responses</td>
<td>11</td>
</tr>
</tbody>
</table>
13. Information and Getting Advice: You should ask about F-1 student visa-related immigration issues?

<table>
<thead>
<tr>
<th>#</th>
<th>Answer</th>
<th>Bar</th>
<th>Response</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Your academic advisor</td>
<td></td>
<td>1</td>
<td>8%</td>
</tr>
<tr>
<td>2</td>
<td>Your friends</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>3</td>
<td>The Registrar's Office</td>
<td></td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>4</td>
<td>An ISSS advisor</td>
<td></td>
<td>11</td>
<td>92%</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>4</td>
</tr>
<tr>
<td>Total Responses</td>
<td>12</td>
</tr>
</tbody>
</table>
14. Which email account should you always check for updates from ISSS?

<table>
<thead>
<tr>
<th>Text Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIU</td>
</tr>
<tr>
<td>FIU</td>
</tr>
<tr>
<td>FIU</td>
</tr>
<tr>
<td>fu</td>
</tr>
<tr>
<td>fiu account</td>
</tr>
<tr>
<td>fiu account</td>
</tr>
<tr>
<td>FIU email</td>
</tr>
<tr>
<td>fiu email</td>
</tr>
<tr>
<td>fiu email</td>
</tr>
<tr>
<td>FIU EMAIL</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Statistic</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Responses</td>
<td>11</td>
</tr>
</tbody>
</table>
Immigration Orientation
For New International Students
Spring 2015
International Student & Scholar Services (ISSS)
Biscayne Bay Campus (BBC)

INTRODUCTION ACTIVITY
Break up into groups by color & form a circle!
Toss the Thumb Ball & Catch!!!
1. Introduce yourself (Name, Country, Major)
2. Tell us what are you looking forward to in your first semester?
3. Look under your thumb and share!

*** YOU HAVE 5 MINUTES ***

ISSS New International Student Immigration Orientation
- ISSS Services and Operations
- Welcome from the International Peer Mentors
- Health & Safety
- Immigration Regulations: Maintaining Status
- Immigration Quiz Game
- Rights & Responsibilities
- Immigration Learning Assessment & Evaluation
- Department Presentations
- U.S. Classroom Culture
- Meet your Peer Mentors
- Mini Resource Fair

WHAT IS ISSS?
The Office of International Student & Scholar Services
- We are the first point of contact for international students and scholars at the university
- We provide:
  - Advising services to international students and scholars on immigration, legal, personal, cultural and financial issues.
  - Support to international students and scholars to help them reach their personal and educational goals.
We may refer students to other campus or community resources if ISSS is unable to help directly or when other services are needed.

WHO DOES ISSS SERVE?
International Students: 3,284 Countries: 125
Top 5 Countries of Origin (Overall)
1. China 107
2. Vietnam 33
3. India 101
4. Colombia 113
5. Iran 63
Top 5 Countries (Graduate)
1. Venezuela 108
2. China 108
3. Colombia 70
4. Peru 51
5. Bangladesh 45

Who's Who at ISSS?
Staff @ Biscayne Bay Campus
Wolfe University Center (WUC) 363
Director: Nancy Hernandez
Assistant Director: Ariel Ortiz
Coordinator: Andre Dawson
Senior Secretary: Georgia Zavalis
Graduate Assistant: Ashley Spearman
Student Assistant: Francesca Anchelia
Who's Who at ISSS?
Staff @ Modesto Maidique Campus
Graham Center (GC) 355

Director: Ana M. Sippin, Ed.D.
Associate Director: Ted Randall
Assistant Directors: Evelyn Rodriguez
Coordinator: Claudia Riccardi
Program Assistant: Barbara Bormay
Secretary: Margarita Zapata
Office Assistant: Alicia Cambler
Graduate Assistant: Lukas Candelari

How to contact ISSS & Get Information

Biscayne Bay Campus
WUC 362
Monday – Thursday 8:00am-5:00pm
Friday 8:00am-4:00pm
Phone: 305-899-4243
Fax: 305-519-4834
Email: iss@fiu.edu

Website: http://iss.fiu.edu

International Student & Scholar Services

ISSS SERVICES
AND OPERATIONS
What can we do to help you!!

ISSS SERVICES
• Provides immigration advising to students
• Notifies students of changes in immigration regulations via email and the ISSS website
• Issues all I-20's and DS-2019's for continuing students
• Prepares letters and certifications needed by other agencies and institutions
• Assists students with cultural adjustment and personal concerns

Appointment Policy

ISSS works on an appointment schedule to advisors can give full attention to students' questions and concerns.

Please call at least 2 days before to schedule an appointment. Walk-in and on-the-spot appointments should be avoided except in case of emergency situations.

WALK-IN WEDNESDAYS
• An ISSS advisor will be available to answer general questions every Wednesday in BCC from 2:30 p.m. to 4:30 p.m. and at MMC from 9:30 a.m. to 12 p.m.
• Career advising (CoP, CoP, Permits) will NOT be attended during Walk-In hours. An appointment is required.
**Programs & Student Organizations**

- **FIU International Peer Mentor Program**
- **International Student Club**
- **Phi Beta Delta International Honors Society**

**International Peer Mentors**
- Answer your questions or direct you to other offices on campus which can help you
- Help you get involved in campus life and other activities
- Provide feedback to the ISSS office so they can serve you better

**Phi Beta Delta**
- An honor society dedicated to recognizing scholarly achievement in international education
- Members may include:
  - International students who have demonstrated high scholastic achievement
  - Domestic students who have demonstrated high scholastic achievement in pursuit of study abroad
  - Distinguished faculty and staff who have been involved in recognized international endeavors, i.e. research, teaching
- To apply, undergraduates must hold a 3.2 GPA and graduate students a 3.5 GPA

**International Student Club @ BBC**
- Facebook: ISCC BBC
- Website: www.myspace.com/iss BBC
- Join the club on www.orgsync.com
- Logo: Symbol

**ISSS Events**
- Social Events & Programs
  - Orientation
  - Boat Tour of Miami and excursions to Miami attractions
  - Welcome Receptions/Dinners
  - Thanksgiving Dinner Spring Dinner
  - Leadership Conferences
  - Information Sessions & Workshops
    - Practical Training Workshops
    - Immigration Attorney Information Sessions
    - Job Search Strategies for International Students
    - Medical Insurance & Mental Health Workshops

**Upcoming Events for New International Students (That's You)**
- Come make new friends from all over the world while enjoying a delicious meal
- Free!
THE INTERNATIONAL PEER MENTORS!
WELCOME YOU TO FIU

Ana          Daniela          Edis          Jingyi          Jannel

2014 - 2015

Shannon      Jessica

SOME FRIENDLY REMINDERS
ABOUT FIU & SOME ADVICE ON
LIVING IN MIAMI...

TAKE CARE OF BUSINESS
REGISTER FOR CLASSES

- Add/Drop Ends on Tuesday, January 20th
- Schedules are FINAL after this date
- Undergraduates: Must be enrolled minimum 12 credits
- Graduates: Must be enrolled minimum 9 credits

TAKE CARE OF BUSINESS
Set-up your “MY FIU” Account

In “MY FIU” you can:

- Register for classes
- Access and update your personal info: local address!
- Check how much you owe in tuition
- View “Holds” that prevent you from registering

LOG IN:
HTTPS://MY.FIU.EDU/

TAKE CARE OF BUSINESS
Set-up your FIU Email Account

- IMPORTANT emails from FIU will be sent here
- If you prefer, you may FORWARD your email to your personal account
- Remember to delete old messages so that your FIU email does not fill up

If you already have a username and password, log in at:
http://loanthemail.fiu.edu
TAKE CARE OF BUSINESS

MyAccounts ID & Password
* A username for your email account should have been assigned to you
* Find it at http://myaccount.fiu.edu by clicking on "Look Up Your ID"
* Your MyAccounts password will be used for most FIU systems

TAKE CARE OF BUSINESS

FIU WiFi
* MUSEUMS
  - Most connect through the wireless network "MUSEUMS WiFi" and will be required to access your MyAccounts account to gain access. Click on "Look Up Your ID" to retrieve your username and password.
* VISITORS
  - Most connect through the wireless network "MUSEUMS WiFi" and will be required to create a username/password and accept a user acceptance agreement before gaining access to the Internet. Once completed, you will have access to the Internet for 30 days. MUSEUMS WiFi is an open WiFi network.

TAKE CARE OF BUSINESS

Get your FIU ONE Card
* Your FIU Student ID Card is used for:
  - Library Card
  - Access to Recreation Center
  - Access to Athletic Events
  - To ride the Shuttle Bus between MMC and BBC (prior payment required)
  - Pre-paid debit card for on-campus purchases
  - Access to campus parking
  - General Debit Card with a bank account at Wells Fargo

GET TO KNOW THE BISCAYNE BAY CAMPUS!

WOLF UNIVERSITY CENTER (WUC)
KOVENS CONFERENCE CENTER

ACADEMIC ONE (AC1)
HOSPITALITY BUILDINGS

THOSE OF YOU WHO WILL LIVE IN...

ON-CAMPUS HOUSING
* Go to Floor or Hall meetings
* Meet your Resident Assistant (RA)
* Know where to go to find your Residence Life Coordinator
* Know the rules: smoking, visitors, etc.

THOSE OF YOU WHO WILL LIVE IN...

OFF-CAMPUS HOUSING
Understand the Costs and Responsibilities:
* May require high initial deposit (up to two months rent)
* Apartment leasing offices will also require an application fee
* Usually utilities (water, electricity, gas, cable, internet) are NOT included in the rent – Be sure to ASK what is included in the rent

Assess Impact of Distance from University:
* Living far from campus generally requires independent transportation
  (driving your own car or knowing one can regularly give you a ride)
* Public transportation in Miami is often unreliable and may not always accommodate your schedule
GET SETTLED

- Sheets, towels, other housewares (dishes, small appliances, etc.) can be purchased relatively inexpensively at:
  - Target (turn left/south onto Biscayne Blvd)
  - Linens N Things (turn right/north on Biscayne)
  - Macy’s, JCPenney (at Aventura Mall)
  - Walmart (West on 183rd Street)

GET SETTLED

GROCERIES & FOOD

- Publix Supermarket (around the corner left on Biscayne) sells all the food you need (fresh food and convenience foods) as well as paper goods, personal hygiene products, etc.
- Target also has a food section
- CVS and Walgreens are drugstores with pharmacies and other convenience items

GETTING A FLORIDA ID

AND DRIVERS LICENSE

- Schedule an appointment at: https://www.flhsmv.gov/dmv/app
- You may find the closest office to you when you schedule online

BRING:
- Passport, Form I-94
- I-20 or DS-2019
- SSN (if you have one)
- Home country driver’s license or identification
- Two proofs of address
  - $40

CAMPUS RESOURCES

Recreation Center (Gym) - WUC
- Stay in shape
- Kayaking/Paddle Boarding
- Take fitness classes

Library: Renting Electronics
- Laptops
- iPads

Student Health Services
- No additional cost (included in health fee)
- Psychiatrists also available

SO 4 Building
- FIU Police Station

Vaca University Center (WUC)
- Information Desk
- Food Court
- Campus Life Office
- Career Services

MAKE TIME FOR FUN!

GET INVOLVED!!!

- Campus Activities
- Off-Campus Activities

EXPLORE MIAMI NEIGHBORHOODS

- Coral Gables: If you love to shop
- Coconut Grove: If you plan to hit the bars
- South Beach: If you need a tan
- Little Havana: If you want to try Cuban food
- Oleta State Park: If you want to Kayak or Bike
- Downtown Miami: If you want a little bit of everything!
**BUT REMEMBER...**

**DRINKING IN THE U.S. IS A BIT DIFFERENT...**

**Legal drinking age is 21!!!**

- If you are under 21, you may not legally possess or consume alcoholic beverages on campus or off.
- When you go out, bring ID = driver's license or Florida I.D. Card (not FIU I.D. card)!
- Or your passport, is it better to leave passport and other important immigration documents safe at home whenever possible.

**AND SMOKING IS OFTEN PROHIBITED**

- Smoking is not permitted inside most businesses, restaurants, or public places.
- Check when you enter to see if and where smoking is permitted.
- FIU is a Tobacco Free Campus!

**FINAL TIPS FROM THE PEER MENTORS**

- Keep an open mind
- Embrace the differences you experience with people, classes, etc.
- Be flexible
- Be safe
- HAVE FUN!
- STUDY HARD!!!!

**SIGN-UP FOR A PEER MENTOR!**

- Our International Peer Mentors can:
  - Be a new friend!
  - Help answer your questions about FIU and Miami
  - Invite you to events, study groups, and more!
- Sign-up NOW by filling out the yellow form on your table. Turn it in to a Peer Mentor or Staff before leaving.
- Meet the Peer Mentors after Orientation for a tour or to answer your questions.

**HEALTH & SAFETY**
TAKE CARE OF YOURSELF!

- Student life can be stressful for anyone!
- If you are new to the U.S. your first few months here may be not only exciting, but exhausting.
- Be sure to eat foods that give you energy, get plenty of rest, and exercise regularly to keep your immune system strong!

"WHAT DO I DO IF I AM SICK OR HURT?"

- Go to the FIU Student Health Center (SHC) if you are in the Miami area and eligible to use the Student Health Center. Beige Blvd across the BSC ACT Parking Lot.
- If you need treatment not available at SHC, they will refer you to an appropriate provider (PPO).
- If SHC is not available to you, go to a provider that is in the participating network (PPO). You may go to the UHC for follow-up treatment as applicable.
- Get a list of Urgent Health Care Centers in your area that are covered by your plan.

INSURANCE COVERAGE

- All International students MUST HAVE medical insurance coverage.
- You may buy the University Approved insurance or purchase an Alternate Insurance.
- Alternate insurances MUST be approved by University Health Services.

You will receive an Identification Card about 3-4 weeks after you enroll. ID cards are mailed once per year after the initial enrollment. Please keep your identification card with you at all times.

Hurricanes

-heed the Warnings! Stay tuned to local news (TV, Radio), FIU Web site and Help Line.
- HAVE A PLAN
- Phone numbers
- Put all important documents with you in a plastic sealed envelope or container to protect them from damage.

IMPORTANT REMINDER:
As students are required to follow the instructions of University officials in the event of an emergency.

Sign up for FIU Alerts when you register for classes. You will then receive text messages that provide important updates during emergencies.

During emergencies you may also call the "FIU HELP" line for information: (305) 348-4387

Immigration Regulations

YOUR Status

YOUR Responsibility
Immigration Documents

Form I-20

Make sure all information on I-20 is correct.
- You must not let your I-20 expire while you remain in the U.S.

Item 5 shows the program dates.
- You must come to ISSS before the end date if you need to extend your program.

Form I-94

Arrival and Departure Record

Print your I-94 Number Online →

www.cbp.gov/i94

The information in this record is extremely important as it shows the length of time and in which visa status you are permitted to stay in the U.S. Your Form I-94 electronic record should state the following:

Class of Admission: F-1 or J-1
Admit Until Date: D/S (Duration of Status)

*Electronic record of your entry into the U.S. which you can access at www.cbp.gov/i94

Issued to foreign visitors to the U.S. (all non-U.S. citizen) and contains an 11-digit number

You will be issued a new I-94 number each time you make a new entry into the U.S.
ISSS is required to report information about you to O H S NO LATER THAN 30 DAYS after the semester start EVERY SEMESTER

1. Enrollment status: Full-time, less than full-time or not enrolled
2. Local U.S. address: You must keep this information current in your account at my.fiu.edu by updating "HOME" address

Other events/changes must be reported NO LATER THAN 21 days after they occur (e.g., change of name, completion of program, change of major, drop/add, etc.)

15-DAY GRACE PERIOD FOR F-1 STUDENTS WITHDRAWING FROM PROGRAM

15-day Grace Period (F-1)

* When a student must leave suddenly without completing his or her program

* May stay in U.S. up to 16 days after dropping classes or no longer attending classes - MUST BE APPROVED BY ISSS IN ADVANCE

The U.S. Government and You: SEVIS and DHS

SEVIS: Student and Exchange Visitor Information System

Government database used by all universities hosting international students; advisors use it to generate I-20's

Department of Homeland Security (DHS) consists of:

* U.S. Immigration and Customs Enforcement (USICE)
* U.S. Customs and Border Protection (USCBP)
* U.S. Citizenship and Immigration Services (USCIS)

MAINTAINING STATUS: ENROLLMENT
UNDERGRADUATE STUDENTS

12 credit hours (Fall & Spring)

EXCEPTIONS:
* Authorized for a reduced course load (RCL)
* Summer optional except in the following cases:
  * Admitted for Summer A/C = 12 credits
  * Admitted for Summer B = 6 credits

GRADUATE STUDENTS

9 graduate credit hours (Fall & Spring)

EXCEPTIONS:
* Advance to thesis/dissertation
* 3 credits = full-time if authorized by UGS
* Authorized for reduced course load (RCL)
* Summer optional except in the following cases:
  * Admitted for Summer A/C = 6 graduate credits
  * Admitted for Summer B = 3 graduate credits

REDUCED COURSE LOAD AUTHORIZATIONS

RCL may be authorized in very limited circumstances

WRITTEN AUTHORIZATION REQUIRED FROM ISSS

* ACADEMIC DIFFICULTIES (limited to first semester)
* MEDICAL CONDITION (may not exceed 12 months)
* COMPLETION OF STUDY (limited to FINAL term)

FULL-TIME ENROLLMENT REQUIREMENT ON-CAMPUS COURSES

UNDERGRADUATE STUDENTS

9 credits on campus + 3 online = 12 credits

GRADUATE STUDENTS

6 credits on campus + 3 online = 9 credits

FULL-TIME ENROLLMENT REQUIREMENT ONLINE COURSES

UNDERGRADUATE STUDENTS

9 credits on campus + 3 online = 12 credits

GRADUATE STUDENTS

6 credits on campus + 3 online = 9 credits

FULL-TIME ENROLLMENT REQUIREMENT CONCURRENT ENROLLMENT

You may take classes at other institutions (Miami Dade College, etc.) that count toward the full-time enrollment requirement if:
* You are enrolled for at least 6 credits at FIU
* Get written permission from your Academic Advisor and ISSS
* No more than 3 credits of online coursework will count toward the full-time enrollment requirement
ACADEMIC DISMISSAL
Dismissal from the university
* If your cumulative GPA falls below requirements for multiple semesters you will receive warning before officially dismissed
* You will be out of status if you cannot successfully appeal this decision (and therefore continue enrollment at FIU)
* Only options to avoid falling out of status are to IMMEDIATELY transfer to another U.S. school or depart the U.S.

SEVIS TRANSFERS
Transfer-In
* If you came to FIU from another institution in the U.S., you need to get a new I-20 that shows the transfer has been completed within 15 days of the first day of classes.
Transfer-Out
* If you decide to transfer to attend another U.S. school after completing your degree at FIU, you must notify an ISSS advisor to release your SEVIS record to the other school.
* If you leave FIU and attend another school without transferring your SEVIS record, you will be out of status.

TRAVEL

TRAVEL AND RE-ENTRY
To re-enter the U.S. in F-1 status, you need:
* A valid passport (valid six months into the future)
* A valid F-1 visa stamp in your passport
* Your FIU SEVIS I-20 with a valid signature of an ISSS advisor (to be valid this signature must be less than 12 months old)
FORM I-515A
* If you do not have your I-20, USCSP officials MAY give you a Form I-515A
* Valid for only 30 days, you must submit requested documents
CONTACT ISSS IMMEDIATELY

TRAVEL AND RE-ENTRY
When travelling...
* You must request an ISSS advisor's signature on page three of your I-20 at least 2 weeks before your intended travel date
* If you need to renew your F-1 visa, you MUST re-verify funding and request an updated I-20 for visa renewal
* Automatic Visa Revalidation: Mexico, Canada, Caribbean - visit ISSS before your trip
* Get more info on ISSS Online Travel Workshop

EMPLOYMENT
ON-CAMPUS EMPLOYMENT

Basic Guidelines

* Student MUST maintain valid F-1 status AND be active in program at FIU

* Once degree is completed, you may NOT work on campus

* You may not work on campus during 60-day grace period after completion or after transferring SEVIS record to another school

* Work LIMITED to 20 hours/week in Fall & Spring semesters

* Work can be 21 hours or more during summer or breaks

OFF-CAMPUS EMPLOYMENT

PRACTICAL TRAINING

Practical Training: employment related to student's major or field of study

Authorization is granted by:

* USCIS (Open-Ended Practical Training), OR

* ISSS Advisor (Curricular Practical Training)

Authorization is required whether the work is paid or unpaid

Eligibility Requirements

* Undergraduates students must have enrolled full-time at a U.S. school for one academic year (two consecutive semesters of full-time enrollment) before applying

OFF-CAMPUS EMPLOYMENT

Curricular Practical Training (CPT):

* Authorization from ISSS, written on new I-20

* Must have job offer

* Must be registered for Internship Class and/or have approval of your academic Department

* Check with ISSS first to make sure you are eligible for the internship you want to pursue

PAID OR UNPAID, YOU NEED AUTHORIZATION!

OFF-CAMPUS EMPLOYMENT

Optional Practical Training (OPT):

* 12 months (total) of employment authorization at each degree level

* Authorization from USCIS in the form of an EAD (OPT card)

* May use before or after graduation but more typical and usually better to use after

OFF-CAMPUS EMPLOYMENT

PRACTICAL TRAINING

Detailed information and application procedures are covered in the ISSS Online F-1 Employment Workshop.

http://issss.fiu.edu/workshop.htm

This workshop is REQUIRED for all students applying for Practical Training

HOW TO GET

UPDATES & INFORMATION
INFORMATION DISSEMINATED BY ISSS

- To stay informed, you should regularly check:
  - Your FIU email
  - The ISSS website

- ISSS may contact you individually by phone or email concerning problems with your status such as:
  - Not registered full-time
  - Failing to attend classes
  - Too many ONLINE classes

   When ISSS contacts you for any reason, respond IMMEDIATELY!

Email is the primary method of communication used by ISSS.
Messages will be sent to your FIU email account

Getting Advice
The only people on FIU's campus who should be giving you advice related to your immigration status are ISSS advisors.

DO NOT
- Drop a class because your academic advisor says it is OK
- Accept employment that has not been authorized by ISSS because an employer says it is OK
- Accept an internship offer because your academic advisor says it is OK
- Travel without appropriate documentation because your friends say it is OK

When in doubt, contact ISSS!

Who is RESPONSIBLE for making sure you follow immigration laws and remain in valid status?

YOU ARE!!!!

“WHAT HAPPENS IF I FALL OUT OF STATUS?”

“Will I be deported?”

NO!!!

Well, probably not...

FAILURE TO MAINTAIN STATUS

“Out-of-Status”:
- Remaining in the U.S. longer than authorized to do so
- Failing to meet requirements or violating the terms of F-1 status
  - Studying part-time
  - Taking too many online classes
  - Engaging in unauthorized employment
  - Failing to complete one's program
FAILURE TO MAINTAIN STATUS
Consequences:
* Denial of CPT and OPT
* Denial of employment on campus
* Termination of SEVIS record (permanent blemish on immigration record)
* Difficulty obtaining new visas and/or reentering U.S.
* Deportation (but it usually doesn't get that far)

“HOW DO I GET MY STATUS BACK?”
Reinstatement (USCIS application)
* Immigration benefit for F-1 student may apply for when he or she has fallen out of status (i.e., he or she has violated the regulations)
* Available only for students who have been out of status for less than 6 months

Restart (New SEVIS ID) via Travel
* Student returns to valid status only after making a new entry into the U.S.
* MUST get NEW I-20 from ISSS

IMMIGRATION ORIENTATION
QUIZ GAME!
GET READY!

Do I need an appointment
to speak with an advisor?

Do I need to have
medical insurance?

Can I drop below
Full-Time?
Is there a problem if my I-94 does not say “D/S”?

If my Visa expires, will I get in trouble?

Can I take the Summer Semester Off?

Which 2 documents should NEVER expire while in the U.S.?

How many months is the travel signature on your I-20 (page 3) valid?

How many credits must Undergraduate students take each Fall and Spring semester to be FULL-TIME?
How many credits must **Graduate** students take each Fall and Spring semester to be **FULL-TIME**?

How many **online** credits may you take each semester toward Full-Time Enrollment?

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

Can you work **off-campus** without authorization from **ISSS**?

Who should you ask about F-1 immigration issues?

Which email account should you **always** check for important updates from the **ISSS Office**?
REMINDERS

• Sign-up for an International Peer Mentor (form on your table) – submit

• Check in with ISSS with your documents in the first week of school

CONGRATULATIONS!
YOU WIN!!!

“HOW DO I REMEMBER ALL THIS?”
DOs and DON'Ts for International Students
in your Orientation folder &
International Student Handbook
on the ISSS website

RIGHTS & RESPONSIBILITIES
It's time to review and complete your
ACKNOWLEDGMENT OF RESPONSIBILITY FOR MAINTENANCE OF LEGAL IMMIGRATION STATUS FOR STUDENTS IN F-1 OR J-1 STATUS
Please read this form and sign
Submit to a staff member

ORIENTATION ASSESSMENT & EVALUATION
• Please complete the Learning Assessment (yellow form in your folder)
• Be sure to answer all the questions to the best of your knowledge
• Also complete the Orientation Evaluation (blue form)
• Turn both in to a staff member when finished

• STILL TO COME...
• Surviving the U.S. Classroom
• Individual question & answer time with ISSS Staff and Peer Mentors
• Resource Fair
# Event Audit Report

**Organization/Department:** Broward SGA (FIU at I-75)  

**Representatives Name:** Diana Arcentales  
**Position:** Student Life coord  

**Phone:** 954-438-8633  
**Advisor:** Marisa Salazar, Director  

**Event:** 'Panther Love Fest' Spring 2015 (M - Th, Feb. 6 - 9, 2015 & Fri., Feb. 10th)  
**Date:** Feb.6-9, 2015  
**Time:** 4:30-6:30 PM  
**Location:** FIU at I-75 (Common Area)  

## Attendance (please attach sign-in sheet)

<table>
<thead>
<tr>
<th>Students</th>
<th>Community</th>
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</thead>
<tbody>
<tr>
<td>331</td>
<td>13</td>
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<table>
<thead>
<tr>
<th>Faculty/Staff</th>
<th>Total</th>
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<tr>
<td>23</td>
<td>367</td>
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## SGC Financial Support

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<tr>
<td>Amount Spent</td>
<td>$1,286.69</td>
</tr>
<tr>
<td>Closing Balance</td>
<td>$24,652.90</td>
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</table>

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

The 'Panther Love Fest' event was a great opportunity to celebrate Valentine's Week by presenting FIU at I-75 students with Misha's cupcakes.

## What was positive about this event? Why?

Students enjoyed delicious Misha's cupcakes. Since there were a few hybrid classes that did not meet on Monday & Tuesday, we were able to provide Misha's cupcakes to our Friday students, as well.

## What was negative about this event? Why?

Nothing

## Should this event be done again next year?

Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

Please attach any articles, flyers, or photos.

**Signature:** Diana Arcentales  
**Date:** 2/19/15

**Advisor's Signature:**  
**Date:** 2/19/15
‘Panther Love Fest’

Monday - Thursday
February 9 - 12, 2015
4:30 p.m. - 6:30 p.m.
Ground Floor Commons Area

Enjoy a FREE misha's cupcakes while supplies last!

Sponsored by:
Party City
Nobody Has More Party For Less

14804 PINES BLVD
PENBROKE PINES, FL 33027
954 433-2272

TAX EXEMPT

Customer Name: DIANA ARCENTALES

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<td>498 HRT RED/RED MYLAR</td>
<td>8 @ $1.99</td>
<td>$15.92</td>
</tr>
<tr>
<td>048419474876</td>
<td>CANDY HRT PL</td>
<td>1 @ $2.95</td>
<td>$2.95</td>
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<tr>
<td>0484194970111</td>
<td>54X108IN APP</td>
<td>1 @ $7.96</td>
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<tr>
<td>048419942223</td>
<td>54X108IN FROSTY WHT TC PLSTC</td>
<td>2 @ $1.99</td>
<td>$3.98</td>
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*-----------------------------------------------*
SUBTOTAL                          $30.81
TOTAL                             $30.81
CR VISA SALE                      $30.81
ITEMS = 15

*-----------------------------------------------*

CR VISA                      $30.81

XXXXX XXX XXX XXX XXX 9313
APPR: 086735
JOURNAL: 032402290987641

CUSTOMER COPY

STORE 324 TRN 71 REG 2
02-02-2015 03:39:42 PM

ODC 1229 002 02NH

*ODC122900202NH*

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.
(954) 442-5822
MANAGER: DENISE SHAHEEN
151 SW 184TH AVE
PEMBROKE PINES, FL 33029
ST# 2591 OP# 00002342 TR# 10 TR# 06779
NPL WTR 28PK 006327473529 F
6 AT 1 FOR 3.48
SUBTOTAL 20.88
TOTAL 20.88
VISA TEND 20.88
ACCOUNT # **** **** **** 9313 S
APPROVAL # 042144
REF # 1042000314
TRANS ID - 085034488138327
VALIDATION - LTBH
PAYMENT SERVICE - E
P.O. # 0
TERMINAL # 281065023
02/03/15 08:33:53

# ITEMS SOLD 6

TC# 0755 3494 1633 8202 1518

Get 2X Savings Catcher Reward Dollars
w/Bluebird thru 2/28/15. Visit wmt.co
02/03/15 08:33:53

***CUSTOMER COPY***
Pembroke Pines Store
Misha's Cupcakes
14539 SW 5th St
Pembroke Pines, FL 33027

*** Duplicate ***

Ticket# P-268195
Station: P1 User: 415
2/2/2015 12:55 PM

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<td>Special Order Regular CHOC</td>
<td>2.60</td>
<td>65.00</td>
</tr>
<tr>
<td>72</td>
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<td>Special Order Regular VAN</td>
<td>2.60</td>
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<tr>
<td>72</td>
<td>50</td>
<td>Special Order Regular RED</td>
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<td>130.00</td>
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</table>

NOTE 1 0.00 0.00

Diana A 02.09 68149

Subtotal 260.00
Tax 0.00
Total 260.00

Tender: Credit Card # 260.00

Items purchased: 10!

Customer PO# 202
Misha’s Cupcakes

Coral Gables: 1548 S. Dixie Hwy, (786)200-6153
Aventura: 18798 Biscayne Blvd, (305) 792-5030
Pembroke Gardens: 14537 S 5th St. (754) 400-8380
Miami Lakes: 15368 NW 79th Ct, (305)819-1889
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: 2/12       Date of pickup: MON FEB 9th
Time (after 10am): 3 pm

Delivery Address:

Delivery contact and phone:
(One delivery attempt will be made.)

Name: Diana Arcenciëles     Person to pickup: Same

Email: darcenta@fiu.edu     Cell: 954-558-6278

Credit Card/exp/security:

Price breakdown:

☑ Paid in full CC   ☐ Paid in full CASH   ☐ Paid in full Website   ☐ Balance Pending $______

Cupcakes: size R quantity: 100

* Place each cupcake in a 4 pack #

25 choc + froyo + pink + #260 sprinkles
25 van + red red + #52 sprinkles
50 red + white + #17 sprinkles

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): ___________________________
### Pembroke Pines Store
Misha's Cupcakes
14539 SW 5th St
Pembroke Pines, FL 33027

### Duplicate ###

<table>
<thead>
<tr>
<th>Item #</th>
<th>Qty</th>
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<td>96.20</td>
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<td></td>
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<td>72</td>
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<tr>
<td></td>
<td></td>
<td>Regular RED</td>
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<td></td>
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</table>

**NOTE**

Diana A 02.10 68140

---

**Subtotal** 390.00
**Tax** 0.00
**Total** 390.00

**Tender:**
Credit Card
# ****9313

**Items purchased:** 151

**Customer PO# 202**
**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

**Pembroke Gardens:__ 14537 S 5th St. (754) 400-8380

Please call for store hours or visit us on Facebook. Our email is info@mishascupcakes.com

---

**Date placed:** 2/2  
**Date of pickup:** TUES FEB 10  
**Time (after 10am):** 3pm

**Delivery Address:**  
**Delivery contact and phone:**

(One delivery attempt will be made.)

**Name:** Diana Arcentales  
**Person to pickup:** Same

**Email:** darcenta@fiu.edu  
**Cell:** 954 558 0278

**Credit Card/Exp/Security:**

**Price breakdown:** $390

- [X] Paid in full CC
- [ ] Paid in full CASH
- [ ] Paid in full Website
- [ ] Balance Pending $_____  

---

**Cupcakes:**

- **Size:** R  
- **Quantity:** 150

*Please place each cupcake in a 4 pack*

- 37 choc  
- 37 van  
- 76 red

**Sprinkles:**

- 210 pink  
- 52 red  
- 17 white

---

**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):
**Ticket# P-268197**
Station: P1    User: 107
2/2/2015  12:58 PM

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<td>72</td>
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<tr>
<td>72</td>
<td>55</td>
<td>Special Order Regular RED</td>
<td>2.60</td>
<td>143.00</td>
</tr>
</tbody>
</table>

**NOTE** 1 0.00  0.00
Diana A 02.11 68147

---

Subtotal  325.00
Tax  0.00

Total  325.00

**Tender:**  
Credit Card  325.00  
# ****9313

Items purchased:  126

Customer PO# 202
Misha’s Cupcakes

N. 68147

---

Date placed: 2/2
Date of pickup: Wed Feb 11
Time (after 10am): 3pm

Delivery Address:

Delivery contact and phone:

(One delivery attempt will be made.)

Name: Diana Arcentales
Person to pickup: same
Email: darcenta@fiu.edu
Cell: 954 658 6278

Credit Card/Exp/Security:

Price breakdown: $325

Paid in full CC
Paid in full CASH
Paid in full Website
Balance Pending $

Cupcakes:

size:
quantity:

Cakes/Cupcake Cakes:

size:
flavor:

Place each cupcake in a 4 pack:

35 choc + text soft + #26 sprinkles
35 van + text red + #62 sprinkles
35 red + text white #17 sprinkles

---

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):

_________________________
Pembroke Pines Store
Misha's Cupcakes
14539 SW 5th St
Pembroke Pines, FL 33027

*** Duplicate ***

Ticket# P-268198
Station: P1          User: 107
2/2/2015 12:59 PM

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<tr>
<td>72</td>
<td>25</td>
<td>2.60</td>
<td>65.00</td>
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</table>
| Special Order CHOC  
| 72     | 25  | 2.60  | 65.00 |
| Special Order VAN  
| 72     | 50  | 2.60  | 130.00|
| Special Order RED  
| NOTE   | 1   | 0.00  | 0.00  |

Subtotal 260.00
Tax 0.00
Total 260.00

Tender: Credit Card 260.00
# ****9313

Items purchased: 101

Customer PO# 202
<table>
<thead>
<tr>
<th>Changes-date &amp; name:</th>
<th>Employee: mandy</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No 68146</td>
</tr>
</tbody>
</table>

**Misha's Cupcakes**

- Coral Gables: 1548 S. Dixie Hwy, (786)200-6153
- Aventura: 18798 Biscayne Blvd, (305) 792-5030
- Pembroke Gardens: 14537 S 5th St, (754) 400-8380

Delivery Address: __________________________ Delivery contact and phone: __________________________

(One delivery attempt will be made.)

Date placed: 2/2

Date of pickup: thurs Febr 12

Time (after 10am): 3pm

Delivery Address: __________________________ Delivery contact and phone: __________________________

(One delivery attempt will be made.)

Name: Diana Arcendales Person to pickup: same

Email: darcenta@fiu.edu Cell: 964 558 6278

Credit Card/exp/security: __________________________

Price breakdown: $260

- [X] Paid in full CC  - [ ] Paid in full CASH  - [ ] Paid in full Website  - [ ] Balance Pending $________

Cupcakes: size __ quantity: 100

<table>
<thead>
<tr>
<th>size</th>
<th>quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>R</td>
<td>100</td>
</tr>
</tbody>
</table>

Cakes/Cupcake Cakes: size __ flavor: __

<table>
<thead>
<tr>
<th>size</th>
<th>flavor</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*place each cupcake in a 4 pack*

5 choc → text+soft → #260 sprinkles

25 van → text+red → #52 sprinkles

0 red → text+white → #17 sprinkles

- 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):
### Event Audit Report

**Organization/Department:** Broward SGA (FIU at I-75)

**Representatives Name:** Diana Arcentales  
**Position:** Student Life coord

**Phone:** 954-438-8633  
**Advisor:** Marisa Salazar, Director

**Event:** Panther Pride Week (M-Th, March 16th -19th & Sat. March 21st, 2015)

**Date:** March 16-21  
**Time:** 4:30-6:30 PM  
**Location:** FIU at I-75 (Common Area)

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

<table>
<thead>
<tr>
<th>Students: 561</th>
<th>Community: 22</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty/Staff: 55</td>
<td>Total: 638</td>
</tr>
</tbody>
</table>

### SGC Financial Support

<table>
<thead>
<tr>
<th>Opening Balance:</th>
<th>$24,652.90</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Spent:</td>
<td>$7,017.57</td>
</tr>
<tr>
<td>Closing Balance:</td>
<td>$17,635.33</td>
</tr>
</tbody>
</table>

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

The Panther Pride Week event was a great opportunity to celebrate our Panther Spirit by distributing shirts, Chick-fil-A sandwiches (M & T) and assorted empanadas (W & Th) from Pecados' Argentinian restaurant to our FIU at I-75 students.

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

Students loved their specialty FIU at I-75 shirts and the delicious sandwiches, empanadas and juices.

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

Nothing

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

Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

---

Please attach any articles, flyers, or photos.

**Signature:** Diana Arcentales  
**Date:** 3/25/15

**Advisor's Signature:**  
**Date:** 3/25/15

---

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

Revised November 2011
FIU at I-75
PANTHER PRIDE WEEK
UNLEASH YOUR PANTHER SPIRIT!
FREE SNACKS + T-SHIRTS*

Monday & Tuesday
March 16th and 17th
Chick-fil-a sandwiches
4:30-6:30 PM

Wednesday & Thursday
March 18th and 19th
7 Pecados Empanadas
4:30-6:30 PM

Saturday, March 21st
Assorted Cookies
11:30 AM - 1:30 PM

Sponsored by:
Biscayne Bay Campus and
FIU at I-75

*Supplies Limited!
**Invoice**

**Invoice No:** 9066168
**Date:** December 12, 2014
**Terms:** NET 30
**Due Date:** January 11, 2015

**Bill To:** Florida International University - Broward P
**Ship To:**
1930 SW 145th Ave
Suite 302
Miramar, FL 33027

**Tracking No**

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>FIU at I-75 Shirts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bella+Canvas 6005 Ladies' V-Neck (S-XL) - Dark Heather Grey</td>
<td>310</td>
<td>$8.50</td>
<td>$2,635.00*</td>
</tr>
<tr>
<td>Canvas 6005 Ladies' V-Neck (2XL-3XL) - Dark Heather Grey</td>
<td>15</td>
<td>$10.50</td>
<td>$157.50*</td>
</tr>
<tr>
<td>Canvas 3001 Men's Crew Neck T-Shirt (S-XL) - Dark Heather Grey</td>
<td>335</td>
<td>$6.85</td>
<td>$2,294.75*</td>
</tr>
<tr>
<td>Canvas 3001 Men's Crew Neck T-Shirt (2XL-3XL) - Dark Heather Grey</td>
<td>25</td>
<td>$8.85</td>
<td>$221.25*</td>
</tr>
<tr>
<td>5cent T-Shirt Design Service</td>
<td>1</td>
<td>$0.05</td>
<td>$0.05*</td>
</tr>
</tbody>
</table>

* Indicates non-taxable item

**Subtotal** $5,308.55
**TAX (7.00%)** $0.00
**Shipping** $0.00
**Total** $5,308.55

**Paid** $5,308.55
**Balance Due** $0.00
**5cents T-shirt Design**

www.5ctd.com

---

**Project name:** FIU at I-75 Shirts  
**Company:** FIU at Broward  
**Shipping Address:**  
1930 SW 145th Ave | Suite 302  
Miramar, FL 33027

**Contact phone number:** Diana Arcentales  
**e-mail:** darcenta@fiu.edu

---

**Front Color:** RED/ WHITE/ BLUE  
**Back Color:** WHITE/ FIU GOLD  
**Sleeve Color:** DNA

<table>
<thead>
<tr>
<th>QTY:</th>
<th>Quantity Sizes:</th>
</tr>
</thead>
<tbody>
<tr>
<td>325 Bella+Canvas 6005 Ladies'V-Neck - Grey</td>
<td>S: 100</td>
</tr>
<tr>
<td></td>
<td>S: M: L: XL: 2XL: 3XL:</td>
</tr>
<tr>
<td>Cost of Goods:</td>
<td>Screen Cost:</td>
</tr>
<tr>
<td>Ladies' @ $8.50ea (S-XL)</td>
<td></td>
</tr>
<tr>
<td>Men's @ $6.85ea (S-XL)</td>
<td></td>
</tr>
</tbody>
</table>

**Deliver by:**  
T-SHIRTS SHIP 3-5 DAYS AFTER THIS FORM IS APPROVED.  
Order Form must be approved before 4pm ET.

**T-shirt Order:** $5,308.55  
**Shipping:** FREE  
**TAX:** DNA  
**TOTAL:** $5,308.55

---

**Approved by:**  
**Date:**

---

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.

Thank you!
Customer: Denise Shaheen
Address: 151 SW 184TH AVE
Pembroke Pines, FL 33029

Invoice Details:

- Quantity: 12
- Itemized Total: 41.76
- Payment Method: VISA
- Approval #: 9313
- Ref #: 1042000314
- Validated by: WFR
- Payment Service #: 099658965

Payment Information:

- Date: 02/26/15
- Time: 08:10:06
- Change Due: 0.00

Total Items Sold: 12

Low Prices You Can Trust. Every Day.

---

Download the Walmart app from http://walmart.com

**SAVINGS CATCHER**

Scan this code with the app to compare prices & save more.

---

Student & Social Events

Another Pride Week Spring 2015
Diana Arevalo #1094331
2/26/15
Panther Pride Week  
Spring 2015

Walmart
Save money. Live better.

( 954 ) 378 - 1542
MANAGER RICHARD PARRAH
12800 PINES BLVD
PENBROKE PINES, FL

ST# 5932 0273 19 0273
CS FRT PUNCH 008768400512 F 5.74 0
CS FRT PUNCH 008768400512 F 5.74 0
CS FRT PUNCH 008768400512 F 5.74 0
STRAW-KIW 30 008768400511 F 5.74 0
STRAW-KIW 30 008768400511 F 5.74 0
CS MT COOLER 008768400094 F 1.94 0
CS MT COOLER 008768400094 F 1.94 0
CS MT COOLER 008768400094 F 1.94 0
7667794045 007667794045 F 4.50 0
COOKIES 004400002024 F 3.89 0
COOKIES 004400002024 F 3.89 0
COOKIES 004400002024 F 3.89 0
PEPPFARMS 001110007875 F 3.98 0
PEPPFARMS 001110007875 F 3.98 0
PEPPFARMS 001110007875 F 3.98 0
COOKIES 004400002028 F 4.68 0
COOKIES 004400002027 F 4.68 0
COOKIES 004400003140 F 6.98 0
COOKIES 004400003140 F 6.98 0
COOKIES 004400003140 F 6.98 0
SUBTOTAL 90.01
TOTAL ~
VISA TEND 90.01

ACCOUNT # 9313 S
APPROVAL # 030134
REF # 506900006452
TRANS ID - 305069613212651
VALIDATION - LPNT
PAYMENT SERVICE - E
P.O. # 000
TERMINAL #: MX060886

03/10/15 13:02:36

# ITEMS SOLD 19

TCH 8337 9020 5797 4985 3453

Low Prices You Can Trust. Every Day.
03/10/15 13:02:36

***CUSTOMER COPY***
Welcome to Chick-fil-A
Pembroke Lakes Mall (#00461)
Pembroke Pines, FL
(954) 435-2677

Order Number: 1330136
Tax Acct: FIU Broward
75 CFA Sand 251.25

ENJOY A FREE ORIGINAL CHICKEN SANDWICH ON US!

Go to www.cateringfeedback.com
to complete a brief web survey within 2 days of your visit.
Bring back this receipt with the validation code to redeem for one
FREE Original Chicken Sandwich
Serial Num: 1361303-00461-1607-0316-54

Validation Code: ____________________________
Please use by 4/15/2015
One Per Person Per Visit

Sub. Total: $251.25
Tax: $0.00
Total: $251.25

Change: $0.00
Visa: $251.25
Register: 3 Tran Seq No: 1330136
Cashier: Yareli

It was a pleasure serving you!
Have a wonderful day.

Visa
Card Num : (*) XXXXXXXXXXX9313
Terminal : KA13512731001
Approval : 070594
Sequence : 044041

I agree to pay the above Total Amount according to Card Issuer Agreement.

Signature: [Signature]
#1044331
Welcome to Chick-fil-A
Pembroke Lakes Mall (#00461)
Pembroke Pines, FL
(954) 435-2677
CUSTOMER COPY
**** DUPLICATE RECEIPT ****
3/17/2015 7:25:08 PM
DELIVERY
Order Number: 1330626
Guest: Diana
Tax Acct: FIU Broward
Promised Time: 3/17/2015 3:45 PM
Address: ICFA Sand

Sub. Total: $402.00
Tax: $0.00
Total: $402.00

Change $0.00
Visa: $402.00
Register: 5 Tran Seq No: 1330626
Cashier: Danny

It was a pleasure serving you!
Have a wonderful day.

Visa
Card Num: (* ) XXXXXXXXXX9313
Terminal: KA13512731001
Approval: 081306
Sequence: 044377

I agree to pay the above Total Amount according to Card Issuer Agreement.

Signature: [Signature]

#1044331
0136
Server: NATALIA R Rec: 24
03/19/15 19:44, Swiped T: 3 Term: 2

7 PECADOS
14537 SW 5TH ST.
PEMBROKE PINES, FL.
(954)322-2234
MERCHANT #:

CARD TYPE ACCOUNT NUMBER
VISA XXXXXXXXXXXX9313
Name: DIANA O ARCENTALES
00 TRANSACTION APPROVED
AUTHORIZATION #: 019500
Reference: 0319010000136
TRANS TYPE: Credit Card SALE

CHECK: 924.00
TIP: 
TOTAL: 924.00

Suggested Gratuity
15 PERCENT 138.60
18 PERCENT 166.32

**************************************** THANK YOU!!
PLEASE COME AGAIN!!
Event Audit Report

Organization/Department: International Student Club/ISSS

Representatives Name: Ashley Spearman  Position: Graduate Asst.

Phone: 305-919-5813  Advisor: Andre Dawson

Event: International Women's Day

Date: 03/18/2015  Time: 11:00 AM  Location: Panther Square

Attendance (please attach sign-in sheet)

Students: 193  Community: 

Faculty/Staff:  Total: 193

SGC Financial Support

Opening Balance: $2,000
Amount Spent: $1,592.76
Closing Balance: $407.24

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

The purpose of this event was to educate the students about International Women's Day through a panel discussion and resource fair. The students would had the opportunity to hear from women from different cultures about issues that women in their country are facing.

What was positive about this event? Why?

The event brought an international awareness about gender equality and women's rights.

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:  Date: 3/23/15

Advisor’s Signature:  Date: 3/25/15
### Special Occasion Shopping List

<table>
<thead>
<tr>
<th>Produce/Floral</th>
<th>Meat/Seafood</th>
<th>Dairy/Frozen Food</th>
<th>Dry Grocery</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Fruit bowl</td>
<td>- Ground beef</td>
<td>- Publix Premium</td>
<td>- Invitations</td>
</tr>
<tr>
<td>- Cut fruit trays</td>
<td>- Hot dogs</td>
<td>- Ice Cream</td>
<td>- Balloons</td>
</tr>
<tr>
<td>- Onions</td>
<td>- Steaks</td>
<td>- Pie crusts</td>
<td>- Candies</td>
</tr>
<tr>
<td>- Tomatoes</td>
<td>- Ribs</td>
<td>- Pie fillings</td>
<td>- Cups</td>
</tr>
<tr>
<td>- Lettuce</td>
<td>- Chicken</td>
<td>- Whipped</td>
<td>- Paper plates</td>
</tr>
<tr>
<td>(hamburger</td>
<td>- Italian</td>
<td>- topping</td>
<td>- Plastic</td>
</tr>
<tr>
<td>topings)</td>
<td>- meatballs</td>
<td>-</td>
<td>- silverware</td>
</tr>
<tr>
<td>- Melons</td>
<td>- Cocktail</td>
<td>-</td>
<td>- Napkins</td>
</tr>
<tr>
<td>- Bagged salads</td>
<td>- winers</td>
<td>-</td>
<td>- Greeting cards</td>
</tr>
<tr>
<td>- Vegetable trays</td>
<td>- Shrimp</td>
<td>-</td>
<td>- Ice cream</td>
</tr>
<tr>
<td>- Vegetable dips</td>
<td>- platters</td>
<td>-</td>
<td>- cones and</td>
</tr>
<tr>
<td>- Floral</td>
<td>- Captain's</td>
<td>-</td>
<td>- toppings</td>
</tr>
<tr>
<td>arrangements</td>
<td>- Choice</td>
<td>-</td>
<td>- Condiments</td>
</tr>
<tr>
<td>- Mylar balloons</td>
<td>- seafood</td>
<td>-</td>
<td>- Suntan lotion</td>
</tr>
</tbody>
</table>

#### Other Items

- Other Items

#### Note

- For more information on custom cakes, go to www.publix.com/cakes

---

<table>
<thead>
<tr>
<th>Fruit bowl</th>
<th>Ground beef</th>
<th>Publix Premium Ice Cream</th>
<th>Invitations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cut fruit trays</td>
<td>Hot dogs</td>
<td>Pie crusts</td>
<td>Balloons</td>
</tr>
<tr>
<td>Onions</td>
<td>Steaks</td>
<td>Pie fillings</td>
<td>Candies</td>
</tr>
<tr>
<td>Tomatoes</td>
<td>Ribs</td>
<td>Whipped topping</td>
<td>Cups</td>
</tr>
<tr>
<td>Lettuce</td>
<td>Chicken</td>
<td></td>
<td>Paper plates</td>
</tr>
<tr>
<td>(hamburger topings)</td>
<td>Italian meatballs</td>
<td></td>
<td>Plastic silverware</td>
</tr>
<tr>
<td>Melons</td>
<td>Cocktail winers</td>
<td></td>
<td>Napkins</td>
</tr>
<tr>
<td>Bagged salads</td>
<td>Shrimp platters</td>
<td></td>
<td>Greeting cards</td>
</tr>
<tr>
<td>Vegetable trays</td>
<td>Captain's Choice</td>
<td></td>
<td>Ice cream cones and toppings</td>
</tr>
<tr>
<td>Vegetable dips</td>
<td>seafood platter</td>
<td></td>
<td>Condiments</td>
</tr>
<tr>
<td>Floral arrangements</td>
<td>-</td>
<td></td>
<td>Suntan lotion</td>
</tr>
<tr>
<td>Mylar balloons</td>
<td>-</td>
<td></td>
<td>Soft drinks</td>
</tr>
<tr>
<td>-</td>
<td>-</td>
<td></td>
<td>Water</td>
</tr>
<tr>
<td>-</td>
<td>-</td>
<td></td>
<td>Potato chips</td>
</tr>
<tr>
<td>-</td>
<td>-</td>
<td></td>
<td>Table cloth</td>
</tr>
<tr>
<td>-</td>
<td>-</td>
<td></td>
<td>Charcoal and lighter fluid</td>
</tr>
<tr>
<td>-</td>
<td>-</td>
<td></td>
<td>Bug spray</td>
</tr>
</tbody>
</table>

---

**More information on custom cakes, go to www.publix.com/cakes**
## Payment Receipt

Receipt ID  
1474-5939-5792-3328

Total  
$800.00 USD

We'll send a confirmation email to adawson@fiu.edu. This transaction will appear on your statement as PayPal *ENTICINGENT.*

### Paid to
Enticing Enterprise, Inc  
acchirino@gmail.com  
9546657098

### Shipped to
Andre Dawson  
3000 NE 151st  
WUC 363  
North Miami, FL 33181  
United States

### Your shopping cart

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
<th>Quantity</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment to Enticing Corporation, Inc for invoice 6047</td>
<td>$800.00</td>
<td>1</td>
<td>$800.00</td>
</tr>
<tr>
<td><strong>Item total</strong></td>
<td><strong>$800.00</strong></td>
<td><strong>1</strong></td>
<td><strong>$800.00 USD</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$800.00 USD</strong></td>
<td><strong>1</strong></td>
<td><strong>$800.00 USD</strong></td>
</tr>
</tbody>
</table>
**Order Number:** 901099

**Billing Address:**
Ariel Ortiz  
Florida International University  
3000 NE 151 Street, WUC 363  
North Miami, FL , US, 33141  
305-919-5813

**Shipping Address:**
Ariel Ortiz  
Florida International University  
3000 NE 151 Street, WUC 363  
North Miami, FL , US, 33141  
305-919-5813

**Description:** International Women's Day 2015  
**Quantity:** 250  
**Size:** 4 x 5 inches  
**Paper:** 14pt Thick Cardstock  
**Coating:** UV - Ultra High Gloss  
**Colors:** 2 Sided  
**Bindery:** None  
**Proof:** Online Preview  
**Tag:** Remove tag  
**Printing Turnaround:** 5 Business Days  
**Artwork:** Supplied  
**Shipping:** Pick up in Miami, Florida  
**Tracking:**

---

**Invoice Receipt**

**Subtotal:** $31.99  
**Tax:** $0.00  
**Total:** $31.99  
**Amount Due:** $0.00

**Payment Method:** Visa  
XXXX-XXXX-XXXX-0476  
exp. 08/2015

**Order Date:** February 27, 2015
REQUEST FORM

Requested By: Arimor17
Department: ISSS
Building: WUC Room#: 363
Extension: 6-5813
Email: arimor@fiu.edu

Payment / Approver - Name: Arimor17

Job Name: Job Request
# of originals: 15

Copying/Printing/Finishing/Scanning

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

Job Name: Job Request

- As Original
- One-Sided
- Two-Sided
- Card Stock (65,80,100 lb)
- Glossy Paper
- NCR (2-

Ricoh FIU
3000 NE 151st St
WUC 136
North Miami, FL 33181
305-919-4444

Invoice#: 25553 Clerk: BRIAN
02/27/2015 15:58

Cash, Check, Charge: $6.30

Description
SKU#  Price  Qty  ExtPrice
- Misc No Tax 1.00 6  6.30

Sub-Total: $6.30
Sales Tax: $0.00
Total: $6.30

Total: $6.30

Card Charge: $6.30
Baru Agency, Inc.
1559 NW 79th Ave
Miami, FL 33126
(305)259-8800
sebastian@baruagency.com

INVOICE

BILL TO
Florida International University - BBC
3000 NE 151st St
WUC 363
North Miami, FL 33181

SHIP TO
Florida International University - BBC
Attn: Ashley Spearman
Ariel Ortiz
3000 NE 151st St
WUC 363
North Miami, FL 33181

INVOICE # 1156
TERMS Net 30
DATE 02/27/2015
DUE DATE 03/29/2015

SHIP VIA
FedEx

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gildan5000 Heavyweight Cotton T-Shirt (S-XL)</td>
<td>90</td>
<td>5.74</td>
<td>516.60</td>
</tr>
<tr>
<td>Color: Purple</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gildan5000 Heavyweight Cotton T-Shirt (2XL)</td>
<td>10</td>
<td>7.74</td>
<td>77.40</td>
</tr>
<tr>
<td>5cents T-Shirt Design</td>
<td></td>
<td>0.05</td>
<td>0.05</td>
</tr>
<tr>
<td>Custom T-Shirt Design Service</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

International Women's Day Shirts

PAYMENT
BALANCE DUE

594.05
$0.00
Order Receipt

Thank You!

Your order has been received. Next you will receive the following messages about this order at the provided email address:

- Confirmation email with order details within 24 hours.
- Shipping confirmation email with tracking information.

If you have any questions about your order, please contact us at 1-800-875-8480 or email us at orders@oriental.com

Please keep your order number handy and print this page for future reference.

Order Number: 670375244

<table>
<thead>
<tr>
<th>Shipping</th>
<th>Payment</th>
<th>Order Summary</th>
</tr>
</thead>
</table>
| Ashley Spearman  
3000 N.E. 151 St.  
WUC 363  
North Miami, FL  
33181  
United States  
3059195813  
STANDARD: 13.99  
Estimated Delivery: Mar 5, 2015  | Ariel Ortiz  
FIU (BBC)-HSSS  
3000 N.E. 151 St.  
WUC 363  
North Miami, FL  
33181  
United States  | Purchased Subtotal: $75.20  
Discount Total: -$5.00  
Est. Shipping & Handling: $13.99  
Est Taxes: $0.00  
Shipping Discounts: -$13.99  
Order Total: $70.20  |

<table>
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<tr>
<th>Cart</th>
<th>Qty</th>
<th>Price</th>
<th>Total</th>
</tr>
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</table>
| White Latex Balloons  
IN-17/109  
24 Piece(s)  
Est Delivery: Mar 5, 2015  | 1 | $4.50 | $4.50 |
| Quartz Purple Latex Balloons  
IN-17/108  
24 Piece(s)  
Est Delivery: Mar 5, 2015  | 1 | $4.50 | $4.50 |
| White Round Tablecloth  
IN-70/1704  
Each  
Est Delivery: Mar 5, 2015  | 4 | $2.45 | $9.80 |

2/24/15
<table>
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<tr>
<th>Item Description</th>
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<td>$2.45</td>
<td>$14.70</td>
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<tr>
<td>White Tablecloth</td>
<td>6</td>
<td>$1.35</td>
<td>$8.10</td>
</tr>
<tr>
<td>Purple Tablecloth</td>
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<td>$1.35</td>
<td>$10.80</td>
</tr>
<tr>
<td>White Rose Petals</td>
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<tr>
<td>Purple Rose Petals</td>
<td>2</td>
<td>$5.70</td>
<td>$11.40</td>
</tr>
</tbody>
</table>

Find us on Facebook

Oriental Trading Company
Like 213,091

IT'S GIVEAWAY TIME! This week, try your luck at winning our St. Patrick's Day #PARTYBOX, filled with all the green goodies your party needs. To enter, respond in the comments below with the word "shamrock". Winner will be chosen and notified tomorrow. Good luck! #win #party #OrientalTrading

In the meantime, check out our entire collection of St. Patrick's Day fun: http://bit.ly/1J8Z65l
<table>
<thead>
<tr>
<th>Description</th>
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<tbody>
<tr>
<td>DOUBLE ROLL</td>
<td>1</td>
<td>$9.99</td>
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<tr>
<td>TIE-DYE ROLL TICK WH/WHITE/PK</td>
<td>1</td>
<td>$9.99</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$9.99</strong></td>
</tr>
<tr>
<td><strong>CR VISA</strong></td>
<td><strong>1</strong></td>
<td><strong>$9.99</strong></td>
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</table>

**Subtotal:** $9.99

**CR VISA SALE** $9.99

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.
North Shore - Pharmacy on 1st Level
6076 Collins Ave.
Miami Beach, FL 33141
Store Manager: Curt Leonor
305-864-7405

PLAYTEX DISP GLOVE
$4.49 T

Order Total: 4.49
Grand Total: 4.49
Credit Payment: 4.49
TAX FORGIVEN: 0.32

Reference #: 523967-001
Trace #: 00000000000000476
Purchase: VISA
Amount: $4.49
Auth #: 054353

Your cashier was Vesna
03/18/2015 7:38 S1382 R152 4175 C0409

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

Publix Super Markets, Inc.
### 1. I found this event interesting and/or informative

<table>
<thead>
<tr>
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<td>2</td>
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<tr>
<td>3</td>
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<tr>
<td>4</td>
<td>4</td>
<td>26</td>
<td>25%</td>
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<tr>
<td>5</td>
<td>5</td>
<td>64</td>
<td>62%</td>
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<td>104</td>
<td>100%</td>
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</table>

<table>
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<tr>
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<tbody>
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<tr>
<td>Max Value</td>
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</tr>
<tr>
<td>Mean</td>
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<tr>
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<tr>
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<td>104</td>
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</table>

### 2. After attending this event, I am aware of the issues pertaining to Women in various cultures

<table>
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<th>Response</th>
<th>%</th>
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<td>0%</td>
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<td>4</td>
<td>4</td>
<td>30</td>
<td>29%</td>
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<td>5</td>
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<td>58%</td>
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<table>
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<td>0.63</td>
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<td>0.80</td>
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### 3. I would attend this event again in the future

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<th>%</th>
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<tr>
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<td>18%</td>
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<tr>
<td>5</td>
<td>5</td>
<td>70</td>
<td>69%</td>
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<tr>
<td></td>
<td>Total</td>
<td>102</td>
<td>100%</td>
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</tbody>
</table>
### 4. Overall, this event was very helpful

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<th>%</th>
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</thead>
<tbody>
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<td>20</td>
<td>19%</td>
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<tr>
<td>5</td>
<td>5</td>
<td>69</td>
<td>66%</td>
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</table>

<table>
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<tbody>
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### 5. Gender

<table>
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<tr>
<td>2</td>
<td>Female</td>
<td>68</td>
<td>66%</td>
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</table>

<table>
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</thead>
<tbody>
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</tr>
<tr>
<td>Max Value</td>
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<td>Standard Deviation</td>
<td>0.48</td>
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<tr>
<td>Total Responses</td>
<td>103</td>
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</tbody>
</table>
International Women’s Day

Panther Square
March 18th
11am-2pm

“Equality for women is progress for all”

#Makeithappen

International Women’s Day

Lunch will be provided
March 18th
11am-2pm
Panther Square

FIU Student Government Association

FIU Student Affairs

FIU International Student & Scholar Services

Women's Center
Event Audit Report

Organization/Department: Broward SGA (FIU at I-75)
Representatives Name: Diana Arcentales Position: Student Life coord
Phone: 954-438-8633 Advisor: Marisa Salazar, Director
Event: Stress Relief Week April 20-23, 4:15-6:30PM & Sat. April 25, 11:30-1:30PM
Date: 4/20-25/2015 Time: 4:15-6:30 PM Location: FIU at I-75, 3rd & 1st floors

Attendance (please attach sign-in sheet) SGC Financial Support
Students: 295 Community: 12 Opening Balance: $7,369.21
Faculty/Staff: 37 Total: 344 Amount Spent: $1,781.05
Closing Balance: $5,588.16

What was the purpose of this event? Was that purpose accomplished?
The Stress Relief Week event was greatly appreciated by our FIU at I-75 students. They enjoyed complimentary massages, cookies, chocolates, candies, juices and bottled water. The event displays the importance of balance before exams.

What was positive about this event? Why?
The FIU at I-75 students loved this event. The massages are always a hit! Thanks to BBC SGA for sponsoring our FIU at I-75 student life events.

What was negative about this event? Why?
The event was held on the 3rd floor & some students went directly to their 4th floor classes. It was the week before FIU exams but the professors at our location had students perform their oral presentations and they gave exams this week. Next time, we may hold the event 2 weeks before FIU exams and 1 week prior to ours.

Should this event be done again next year?
Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales Date: 4/27/15
Advisor’s Signature: Date: 4/27/15
STRESS RELIEF WEEK

Are you stressed out by finals? Join us for a FREE massage and snacks!

April 20th - 23rd
4:15 PM - 6:30 PM
3rd Floor

April 25th
11:30 AM - 1:30 PM
1st Floor

Sponsored by: Biscayne Bay Campus and FIU at I-75
Florida International University  

SERVICES/ENTERTAINMENT/PERFORMANCE AGREEMENT  

( Services provided by an entertainer, guest speaker, trainer, lecturer, academic reviewer, performer, education or athletic service provider for less than $75,000 and requiring a single payment after services rendered)

is Services/Entertainment/Performance Agreement (the “Agreement”) is entered into as of the date fully executed below (the “Effective Date”), by and between The Florida International University Board of Trustees (“FIU”), on behalf of the

FIU at 1-75 (1930 SW 145th Avenue, Miramar, FL 33027) 

department, and 

Corporate Body, Inc. (Vendor ID #: 1145), whose

address for notice purposes is 

12717 W. Sunrise Blvd., Suite 334, Sunrise, FL 33323 

(“Vendor”).

The parties agree as follows:

1. SERVICE. Vendor is an independent contractor and shall provide the following service(s) (the “Services”):

- Chair Massages provided by Corporate Body, Inc. Licensed Massage Therapists on Monday - Thursday, April 20 - April 23, 2015 from 4:15 PM - 6:30 PM on 3rd floor (2 therapists).
- On Saturday, April 25, 2015 from 11:30 AM - 1:30 PM on ground floor in Common Area (3 therapists).

2. LOCATION AND TIMES OF PERFORMANCE OF SERVICES.

- The Premises: FIU at 1-75 (1930 SW 145th Avenue, Miramar, FL 33027) 
  
- Date(s): Between the hours of:
  - Monday, April 20, 2015 9:00 AM - 1:30 PM daily
  - Monday, April 21, 2015 9:00 AM - 4:15 PM daily
  - Monday, April 22, 2015 9:00 AM - 4:15 PM daily
  - Monday, April 23, 2015 9:00 AM - 4:15 PM daily
  - Saturday, April 25, 2015 11:30 AM - 1:30 PM daily

3. FEE/COMPENSATION.

- FIU will pay Vendor in the following method (pick one):
  - A fee of $1,344.00
  - An amount not to exceed $1,344.00, calculated as follows:

4. PAYMENT TERMS.

- Payee: 
- Special Payment Terms: Enter Payee name if different than Vendor name. If inapplicable, write "N/A."
- Enter any special payment terms here. If inapplicable, write "N/A."

5. EQUIPMENT AND PERSONNEL. FIU will make the Premises available and provide the following equipment for the Services (if any):

6. FIU CONTACT INFORMATION. All correspondence to FIU related to this Agreement shall be addressed to: Diana Arcendales (name) at FIU at 1-75, 1930 SW 145 Ave., Miramar, FL 33027 (address) 954-438-8633 (phone) darcenta@fiu.edu (email)

7. TERMS AND CONDITIONS. This Agreement shall be subject to the Terms and Conditions set forth at http://generalcounsel.fiu.edu/forms.htm in effect upon the Effective Date of this Agreement. Such Terms and Conditions are hereby incorporated herein and made a part hereof by reference. By signing below, Vendor represents that Vendor has had the opportunity to review and agrees to abide by all the terms and conditions contained therein. Vendor represents that Vendor/Payee is not an employee of the State of Florida, or, if Vendor is an employee of the State of Florida, has attached a dual compensation form to this Agreement. The duly authorized representatives of the parties execute this Agreement.

VENDOR: 

Signature: 

Print Name: Ronald W. Schwab

Title: President

Date: 2/24/15

THE FLORIDA INTERNATIONAL UNIVERSITY BOARD OF TRUSTEES

Signature: 

Name: Kelly Loll, C.P.M.

Title: Director of Purchasing

Date: 

OIC - Services/Entertainment/Performance Agreement 07/2014

Page 1 of 1
ADDITIONAL INSURED COVERAGE VERIFICATION

Insured:
American Massage Therapy Association
500 Davis Street
Evanston, IL 60201
Master Policy Number: HPG 028955558

Enrolled Member Name and Address:
Ronald W. Schwab
12717 W Sunrise Blvd Ste 334
Fort Lauderdale, FL 33323-0902

Enrolled Member Effective Date:
From: 03/01/2014    Expiration Date: 03/01/2015

Administered By:
Healthcare Providers Service Organization
Affinity Insurance Services, Inc.
159 East County Line Road
Hatboro, PA 19040

Insurance Company:
American Casualty Company of Reading, Pennsylvania
A CNA Admitted Company

Additional Insured:
FIU at I 75
1930 SW 145th Ave
Miramar, FL 33027

Limits
Each Claim: $2,000,000
Aggregate: $6,000,000
Fire & Water Legal Liability sublimit: $100,000
Subject to the Master Policy Aggregate

Professional Liability Coverage Extension for Additional Insureds
The coverage set forth in Section I, Coverage Agreement is extended to any additional insured but only as respects such additional insured’s liability arising out of a medical incident by the enrolled member, and solely to the extent that:
1. a professional liability claim is made against the enrolled member and the additional insured; and
2. in any ensuing litigation arising out of such claim, the enrolled member and the additional insured remain as co-defendants.
In no event is there any coverage provided under this policy for acts, errors or omissions of the additional insured.

Additional Insured means any person or entity that an enrolled member is required to add as an additional insured by written contract or agreement. The written contract or agreement must be:
1. Currently in effect or become effective during the term of the enrolled member’s certificate period; and
2. Executed prior to the injury or damage.

Additional Insured does not mean:
1. the enrolled member’s employer,
2. an entity that provides massage therapy services; or
3. an entity that provides any medical treatment or healthcare services.

General Liability Coverage Extension for Additional Insureds
The coverage set forth in Section I, Coverage Agreement is extended to any additional insured but only as respects such additional insured’s liability arising out of premises they own, maintain or control while the enrolled member leases or occupies those premises, and solely to the extent that:
1. a general liability claim is made against the enrolled member and the additional insured; and
2. in any ensuing litigation arising out of such claim, the enrolled member and the additional insured remain as co-defendants.
In no event is there any coverage provided under this policy for an occurrence that is the direct liability of the additional insured.
The written contract or agreement must be:
1. Currently in effect or becoming effective during the term of this policy; or
2. Executed prior to the injury or damage.

Additional Insured means any person or entity that an enrolled member is required to add as an additional insured by written contract or agreement.
Walmart
Save money. Live better.

(954) 442-5822
MANAGER DENISE SHAHEEN
151 SW 184TH AVE
PENBROKE PINES FL 33029

ST# 2591 O/P# 0004352 T# 09 TR# 01616
SAVORY 20CT 004400003735 F 6.98 0
SAVORY 20CT 004400003735 F 6.98 0
VARIETY PACK 004400003949 F 6.98 0
MINI NILLA 004400003128 F 4.68 0
MINI NILLA 004400003128 F 4.68 0
MINI NILLA 004400003128 F 4.68 0
COOKIES 004400002028 F 4.68 0
COOKIES 004400002028 F 4.68 0
COOKIES 004400002028 F 4.68 0
COOKIES 004400002028 F 4.68 0
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COOKIES 004400002028 F 4.68 0
CADDY 20CT 003010010519 F 6.50 0
CADDY 20CT 003010010519 F 6.50 0
CADDY 20CT 003010010519 F 6.50 0
CADDY 20CT 003010010519 F 6.50 0
FLAVORED TEA 007231000098 F 2.88 0
CUPS 0042000015476 F 6.24 0
CUPS 0042000015476 F 6.24 0
NAPKINS 0042000035903 F 4.98 0
SUBTOTAL 113.38
TOTAL 113.38
VISA TEND 113.38

ACCOUNT #
APPROVAL # 017542
REF # 509100084494
TRANS ID - 585091151371765
VALIDATION - SJMJ
PAYMENT SERVICE - E
TERMINAL # MX097523

04/01/15 08:37:23

# ITEMS SOLD 21

TC# 5456 5551 4353 5601 7197 6

###CUSTOMER COPY###

Scan this code with the app to compare prices & save more.
Low Prices You Can Trust. Every Day.

04/09/15 08:31:34

***CUSTOMER COPY***
### Walmart Receipt

#### Manager: Richard Parham  
12800 Pines Blvd, Pembroke Pines, FL  

<table>
<thead>
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<th>Code</th>
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**Subtotal:** $210.11  
**Total:** $210.11

**Account #:** **** **** **** 9313 S  
**Approval #:** 096872  
**Ref #:** 510606625291  
**Reservation #:** 551065672397086  
**Validation #:** NW3Z  
**Payment Service #:** E  
**Terminal #:** 168065321  

**Date:** 04/16/15  
**Time:** 11:54:15  
**Change Due:** 0.00

**# Items Sold:** 52
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Subtotal: $64.84

**VOIDED ENTRY**

Neutrogena

Subtotal: $64.84

Total: $72.81

**CUSTOMER COPY**

SAVINGS CATCHER
Download the Walmart app from http://walmart.com
Get it on Google Play
Available on the App Store
Scan this code with the app to compare prices & save more.

---

Low Prices You Can Trust. Every Day.
04/22/15 12:24:32

---

### CUSTOMER COPY

- **Account**: **** **** **** 9313 s
- **Approval**: 092881
- **Ref**: 0142000314
- **Trans ID**: 285112590578244
- **Validation**: GCPJ
- **Payment Service**: E
- **Terminal**: 168104973

04/22/15 12:24:32

**Change Due**: $0.00

# Items Sold: 10

---

---

---
Event Audit Report

Organization/Department: Broward SGA (FIU at I-75)
Representatives Name: Diana Arcentales Position: Student Life coord
Phone: 954-438-8633 Advisor: Marisa Salazar, Director
Event: Improv @ Seminole Hard Rock, Sat. April 11, 2015 from 6:00 - 9:00 PM
Date: April 11, 2015 Time: 6:00-9:00 PM Location: Improv Ft. Lauderdale

<table>
<thead>
<tr>
<th>Attendance (please attach sign-in sheet)</th>
<th>SGC Financial Support</th>
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<tr>
<td>Students: 53 Community: 47</td>
<td>Opening Balance: $15,592.46</td>
</tr>
<tr>
<td>Faculty/Staff: 12 Total: 112</td>
<td>Amount Spent: $8,223.25</td>
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<tr>
<td></td>
<td>Closing Balance: $7,369.21</td>
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What was the purpose of this event? Was that purpose accomplished?
The Improv event was a great opportunity for FIU at I-75 students to network while enjoying a delicious dinner and a fun-filled comedy show. Afterwards, many students got together to socialize at the Hard Rock location.

What was positive about this event? Why?
The FIU at I-75 students loved this event. They also liked their star mints with the FIU at I-75 logo purchased with our specialty allocated student giveaways funds in Nov. 2014.

What was negative about this event? Why?
Nothing

Should this event be done again next year?
Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales Advisor's Signature: 
Date: 4/13/15 Date: 4/13/15

Biscayne Bay Campus, WUC 301, North Miami 33181 • (305) 919-5680 • Fax: (305) 919-4060 • sgabbc.fiu.edu
Revised November 2011
FIU at I-75 presents
A Night @ The Improv
Saturday, April 11th  |  6:00 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 & FIU at I-75
Attention FIU at I-75 Students:

SAVE THE DATE
SATURDAY, APRIL 11th
A NIGHT @ THE IMPROV
@Seminole Hard Rock, Hollywood, FL

Ticket Request Form & Details Will Go Live
Wednesday, March 18th at 12 Noon
Via your FIU EMAIL ONLY

Limited Tickets Available. Must be a current FIU at I-75 student to participate.

IMPROV
Comedy Club & Dinner Theatre
Office DEPOT
OfficeMax

OFFICE DEPOT STORE 2329
3101 SW 160 AVENUE
MIAMI, FL 33029
954-322-5366
03/05/2015  15.1.8  1:47 PM
STR 2329 REG1  TRN  369 EMP 507647

SALE

Product ID  Description          Total
922761      TCXT,OD,55SHTS         28.99 S
683136      INDEX MAKER8TA        7.29 S

Subtotal: 36.28
Total: 36.28

Visa 9313: 36.28

Exemption Number 000594705378

Shop online at www.officedepot.com

******************************************************************************

WE WANT TO HEAR FROM YOU!

Participate in our online customer survey and receive a coupon for $10 off your next qualifying purchase of $50 or more on office supplies, furniture and more. (Excludes Technology. Limit 1 coupon per household/business.)

Visit www.officedepot.com/feedback and enter the survey code below.

Survey Code:
1490 8X84 6613

******************************************************************************

Now one company. Now great savings.
Office Depot, Inc., including its subsidiary OfficeMax Incorporated
Order Confirmation 10235532

101 Commerce St
PO Box 320
Oshkosh, WI 54901

www.4imprint.com
Tel: Toll Free 877-446-7746
Fax: Free Fax 800-355-5043

Main Address
1930 SW 145th Ave
RM 316
PEMBROKE PNES FL 33027-6153
USA

Invoice Address
Diana Arcentales
Coord Student Life
17195 SHERIDAN ST
FORT LAUDERDALE FL 33331-1934
USA

Delivery Address
Diana Arcentales
Coord Student Life
1930 SW 145th Ave
RM 316
PEMBROKE PNES FL 33027-6153
USA
Tel: 954-438-8633

Order Confirmation 10235532
Order Date: 3/6/2015
Account Rep: Kacie Dwyer
Account Number: 1929184
Administrator: Kacie Dwyer
Cust Ref.: 

Slim Mints - Star Colors (base, trim): BASE, TRIM

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<td><strong>Tax</strong></td>
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**Grand Total:** $416.97

Artwork Instructions:

Product Colour (Base, Trim): Translucent Yellow Translucent Yellow
Branding Location: Front
Branding Colours: Pantone 282C Blue
Questions call: Kacie Dwyer Customer Service - Education Phone: 877-446-7746 Ext 8176 Email: kdwyer@4imprint.com Direct Fax: 1-866-963-5768

Grand Total: $416.97

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>
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http://oasisdocs.4imprint.com/orderconfirmation.aspx?guid=E9E8F8A5-64C6-8F40-B547-1... 3/9/2015
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</tbody>
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http://oasisdocs.4imprint.com/orderconfirmation.aspx?guid=E9E8F8A5-64C6-8F40-B547-1... 3/9/2015
SEMINOLE COMEDY INC
IMPROV COMEDY CLUB
5700 Seminole Way
Hollywood, FL 33314
Phone: (561)-404-4757
Contact Person: Iris Testiler, Event Coordinator

Bill To:
Florida International University
FIU AT I-75
1930 SW 145th Avenue
Miramar, FL 33027
Phone: 954-438-602/8633
Contact Person: Diana Arcentales

DESCRIPTION
Broward SGA Spring 2015 Social/Dinner Event, April 11, 2015
Comedian for Event: Al Madrigal
NOTE: Payment Is Due Day Of Event
Total

AMOUNT
$7,770.00
$7,770.00

OK TO PROCESS FOR PAYMENT
PO 0000133896
RECEIPT #: 0000303395
FIU CONTRACT# C00000740
NOTE: PAYMENT DUE DAY OF EVENT
JR

Thank you for your business!
Florida International University  
Board of Trustees  
University Park Campus  
Miami FL 33199  
United States

Florida International University  
Board of Trustees  
University Park Campus  
Miami FL 33199  
United States

Florida International University  
Board of Trustees  
University Park Campus  
Miami FL 33199  
United States

Florida International University  
Board of Trustees  
University Park Campus  
Miami FL 33199  
United States

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Total PO Amount $7,770.00

EQUAL OPPORTUNITY EMPLOYER

Nondiscrimination clause contained in section 202, Executive Order 11246, as amended by Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex or national origin, and implementing the rules and regulations prescribed by the Secretary of Labor, are incorporated herein.

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 for more information.

Federal Excise Certificate No: 59-73-8209K

Invoices must have an FEID#, a valid PO # and must be emailed to invoices@fiu.edu.
2. ...is PO # must appear on all packing receipts and Invoices. Invoices without PO # will be returned unpaid.
3. Show Freight Charges on Invoice and attach original freight receipt.
4. This purchase order incorporates by reference the "FIU Purchase Order Terms and Conditions" and may be viewed at the following University website: https://generalcounsel.fiu.edu/wp-content/uploads/sites/26/2014/07/FIU-Standard-Terms-Conditions.pdf
5. The FIU Vendor Ombudsman can be contacted at 305-348-2101.
Maintain Receipts

Receiving

Select Purchase Order

Receipt Lines

Line | Item Description | Receipt Qty | Receipt Price | Accept Qty | Status | Close Short | Serial | Device Track | Device Trace
--- |------------------|-------------|---------------|------------|--------|-------------|--------|--------------|-------------------
1 | Broward SGA Spring 2015 Signat | 1.0000 | 7770.0000 | 1.0000 | Received | | | | Device Trace

Run Close Short

Interface Asset Information

Add
FIU Contract# C00000740

**IMPROV**

**GHOST LANDING**

_The Florida International University Board of Trustees for its L-75 Center_

<table>
<thead>
<tr>
<th>Company/Group Name</th>
<th>FIU at L-75 in Dwanlman, Fl</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Name</td>
<td>Diana Aronchick</td>
</tr>
<tr>
<td>Address</td>
<td>1930 SW 126th Avenue, Miami 3314</td>
</tr>
<tr>
<td>City/State Zip</td>
<td>Miami, FL 33161</td>
</tr>
<tr>
<td>Phone Number</td>
<td>884-580-0333</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:dmaronchick@fiu.edu">dmaronchick@fiu.edu</a></td>
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**PRICE LIST**

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PACKAGE DESCRIPTION & NOTES:

- First Course: Garden Salad. Enrich Options: Tenderloin, Balsamic Chicken, Mushroom Mix, Tomato Basil Pasta, Chefs Dessert.
- (Q) Non-Alcoholic Beverages, Choices Include Fountain Soda, Iced Tea, Iced Water or Coffee. Cash Bar Available.

---

**SHOWROOM**

<table>
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<th>Food Charges</th>
<th>Beverage Charges</th>
<th>Service Charges</th>
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<td>$0.00</td>
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**FEE**

| HEADLINER      | TBA             |

**NOTES**

- Admission fee waived for returning group. Reserved seating in the lower level.

---

**Minimize - A 100 guest minimum is required to retain above-stated group rates & reserved seating. Food & Beverage Package must be selected.**

**Arrival Time - Groups are asked to have their completed party arrive at least 45 minutes prior to showtime. 21 years and older show, 2 drink minimum purchase in showroom is covered by selected beverage package.**

**Point of Contact & Email choices are due 7 days prior to showtime. Payment in full to be paid on the night of event.**

**Forms of Payment: Payment may be made by company check (payable to Bankrole Comedy Inc.) or credit card (Visa, MasterCard, American Express & Discover).**

**For The Benefit event we must have a copy of The Benefit Certificate.**

**IMPROV Reservations: Use of Improv name and/or logo for the promotion of your event must have prior written consent from the Improv.**

**Tickets and agreements are non-transferable and non-refundable. This agreement and the attached Supplemental Addendum are hereby incorporated by reference.**

By signing below you acknowledge that you have read and understand the details in the contract and the Terms of Agreement.

**SIGNATURE**

*Kelly Loll, C.P.M.*

**SIGNATURE**

*Event Coordinator*

---

The Florida International University Board of Trustees

Improv Comedy Club & Dinner Theatre
**ACORD CERTIFICATE OF LIABILITY INSURANCE**

**PRODUCER**
USI Insurance Services, LLC/CL
P.O. Box 141816
Coral Gables, FL 33114-1916
305 669-6000

**INURED**
Seminole Comedy Inc dba Improv at the Hardrock, Big Beach Inc, Wet Willies
1001 Yamato Rd Ste 305
Boca Raton, FL 33431-4403

**CONTACT**
Diana Guevara

**CLIENT**
Semincom

**INURED OFFICER, PARTNER, EXECUTIVE**

**INURED CORP #**

**INSURED AFFORDING COVERAGE**

**INSURED 1: Security National Insurance Company**

**INSURED 2: Torus National Insurance Company**

**INSURED 3: Zenith Insurance Company**

**INSURED 4:**

**INSURED 5:**

**CERTIFICATE NUMBER:**

**REVISION NUMBER:**

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(s), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IDENTIF**

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**COVERAGES**

**TYPE OF INSURANCE**

**ADDITIONAL RISKS**

**POLICY NUMBER**

**POLICY PERIOD**

**LIMITS**

**GENERAL LIABILITY**

- COMMERCIAL GENERAL LIABILITY
  - CLAIMS MADE
  - EACH OCCURRENCE
  - AGGREGATE

- BI/PD Ded:2,500

**AUTOMOBILE LIABILITY**

- ANY AUTO
  - L OWNED AUTOS
  - SCHEDULED AUTOS
  - NON-OWNED AUTOS

**UMBRELLA LIABILITY**

- EXCESS LIABILITY
  - OCCUR
  - CLAIMS MADE

**WORKERS' COMPENSATION**

- EMPLOYERS' LIABILITY

- ANY PROPRIETOR/PARTNER/EXECUTIVE

- OFFICER/MEMBER EXCLUDED?

- M/A

**LIQUOR LIABILITY**

- EACH OCCURRENCE
  - AGGREGATE

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES**

**CERTIFICATE HOLDER**

**CANCELLATION**

**SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.**

**AUTHORIZED REPRESENTATIVE**

© 1988-2019 ACORD CORPORATION. All rights reserved.
Please Read...Important changes to how FIU processes invoices. Please go to URL below for more information:
<http://finance.fiu.edu/controller/QL_AccountsP.html>

"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 for more information."

<table>
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<th>Invoice Number</th>
<th>Invoice Date</th>
<th>Voucher ID</th>
<th>PO#:</th>
<th>Gross Amount</th>
<th>Discount Taken</th>
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Total Gross Amount: $7,770.00
Total Discounts: $0.00
Total Late Charges: $0.00
Total Paid Amount: $7,770.00

FIU
FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES
BANK OF AMERICA
Jacksonville, FL
634/630
Date: Apr/01/2015

VOID AFTER 6 MONTHS

Pay

***SEVEN THOUSAND SEVEN HUNDRED SEVENTY AND XX / 100 DOLLAR***

SEMINOLE COMEDY INC
DBA IMPROV COMEDY CLUB
5700 SEMINOLE WAY
HOLLYWOOD, FL 33314
Event Audit Report

Organization/Department: Broward SGA (FIU at I-75)

Representatives Name: Diana Arcentales Position: Student Life coord

Phone: 954-438-8633 Advisor: Marisa Salazar, Director

Event: Diversity Week Event (Mon. & Tues., April 6 & 7, 2015) from 4:30 - 6:30 PM

Date: 4/6 & 7, 2015 Time: 4:30-6:30 PM Location: FIU at I-75 (Common Area)

Attendance (please attach sign-in sheet)

Students: 170 Community: 18
Faculty/Staff: 19 Total: 207

SGC Financial Support

Opening Balance: $17,635.33
Amount Spent: $2,042.87
Closing Balance: $15,592.46

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

We celebrated Diversity Week featuring "A Taste of Europe," Parisian style with specialty coffee, a barista and Le Macaron (macaroons) on Monday. Then Italian style with HipPops delicious gelato bars on Tuesday for our FIU at I-75 students.

What was positive about this event? Why?

The FIU at I-75 students loved this event and were most appreciative of all the delicious goodies. They also liked the beautiful FIU at I-75 tumblers that were purchased with our specialty allocated student giveaways funds in Nov. 2014.

What was negative about this event? Why?

Nothing

Should this event be done again next year?

Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales Date: 4/13/15
Advisor's Signature: Date: 4/13/15
A TASTE OF EUROPE

MONDAY
APRIL 6TH
PARISIAN STYLE
COFFEE & MACARON

TUESDAY
APRIL 7TH
ITALIAN STYLE
GELATO BARS

4:30 PM - 6:30 PM
GROUND FLOOR COMMONS AREA

FIRST COME, FIRST SERVE.
LIMITED SUPPLIES!

SPONSORED BY:
Biscayne Bay Campus and
FIU at I-75
**Café Ala Carte Corp.**  
19512 South Coquina Way  
Weston, FL 33332  
954-349-1030  
bonnie@cafealacarte.com

**Invoice**  
Number: 9415  
Date: 4/2/2015

**Bill To:**  
FIU at I-75 in Miramar  
1930 SW 145th avenue  
Suite 302  
Miramar, FL, 33027

**Ship To:**  
FIU at I-75 in Miramar  
1930 SW 145th avenue  
Suite 302  
Miramar, FL, 33027  
Diana Arcentales

<table>
<thead>
<tr>
<th>PO Number</th>
<th>Terms</th>
<th>Sales Rep</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diversity Day</td>
<td>upon completion</td>
<td>Bonnie Fimiano</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Quantity</th>
<th>Price</th>
<th>Tax</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/06/15</td>
<td>CAPPUCINO CART RENTAL</td>
<td>1.00</td>
<td>$525.00</td>
<td></td>
<td>$525.00</td>
</tr>
<tr>
<td></td>
<td>Service Fee</td>
<td></td>
<td></td>
<td>$50.00</td>
<td>$50.00</td>
</tr>
</tbody>
</table>

Please make checks payable to Café Ala Carte.

---

Diversity Week Spring 2015  
Diana Arcentales  
# 1044331  
4/6/15

SubTotal: $575.00  
State Tax 0.00% on $0.00: $0.00  
0.00% on $0.00: $0.00  
Total: $575.00

Paid

*See receipt attached.*
Diana Arcentales

From: CAFE ALA CARTE CORP <noreply@gge4mailer.com>
Sent: Monday, April 6, 2015 10:13 PM
To: Diana Arcentales
Subject: Receipt from CAFE ALA CARTE CORP

Diana,
Here is your payment receipt for 4/6/15
Thank you for choosing
Café Ala Carte.

Receipt follows:

========== TRANSACTION RECORD ========== CAFE ALA CARTE CORP
19512 S. COQUINA WAY
WESTON, FL 33332
United States
WWW.CAFEALACARTE.COM

TYPE: Purchase

ACCT: Visa $ 575.00 USD
CARDHOLDER NAME : Diana Arcentales
CARD NUMBER : ##############9313
DATE/TIME : 06 Apr 15 22:12:52
REFERENCE # : 001 0582107 M
AUTHOR. # : 057560
TRANS. REF. : FIU at 75

Approved - Thank You 100

Please retain this copy for your records.

Cardholder will pay above amount to
card issuer pursuant to cardholder
agreement.

======================================

Diversity Week Spring 2015

Diana Arcentales
#1047331
4/6/15
Le Macaron French Pastries
The Shops at Pembroke Gardens
609 SW 145 Terrace
Pembroke Pines FL 33027

CHECK# 2328.1
Closed to Credit Card

DATE/TIME: 3/24/2015 11:37:29 AM
SERVER: Xavier
STATION: 01

Item Count: 1

1 FIU I-75 ORDER 100 M $350.00

Subtotal $350.00
Tip amount: 
Grand total: $350.00

Credit $350.00

CREDIT CARD PURCHASE $350.00
Card Type: Visa
**********9313 XX/XX
Transaction Type: PRE-AUTH
Ref Num: 059964
Auth Code: 059964
Card Entry Method: Keyed

AP059964

Thank you for your patronage,
the following are pre-tax suggested
gratuity amounts for your convenience:
15% = $52.50, Total = $402.50
18% = $63.00, Total = $413.00
20% = $70.00, Total = $420.00
HipPOPs handcrafted gelato bars

405 SW 2ND TER
DANIA BEACH, FL 33004
9546742211

HipPOPs handcrafted gelato bars

07-Apr-2015 6:07:40P

1   FIU @I75          $1,000.00

Total                  $1,000.00

CREDIT CARD AUTH
VISA 9313

Tip

Total                  $1,000.00

Retain this copy for statement validation


$1,000.00 | Method: SWIPED
VISA XXXXXXXXXXXXX9313
Ref #: 509700028913 | Auth #: 024077
MID: 372247331880
SIGNATURE VERIFIED

Order 84JP9G8ZDJHP

Please vote at www.VoteHipPOPs.com
Follow Twitter @HipPOPsTruck
Instagram @HipPOPs
Like Facebook HipPOPsTruck

Online: https://clover.com/p/4MAPP10H3RF4

Customer Copy
## Invoice

**Invoice #:** 318  
**Date:** March 5, 2015  
**Amount Due USD:** $0.00

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Unit Cost ($)</th>
<th>Quantity</th>
<th>Price ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gelato POPs</td>
<td>Client may choose up to 5 flavors of gelato or sorbet. 2 signature Belgian</td>
<td>5.00</td>
<td>100</td>
<td>500.00</td>
</tr>
<tr>
<td></td>
<td>chocolate dips &amp; up to 4 POPings of their choice.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Truck Service</td>
<td>2 POPstars will greet guests as they approach the truck and fully customize</td>
<td>250.00</td>
<td>2</td>
<td>500.00</td>
</tr>
<tr>
<td></td>
<td>each guests bar as they choose a flavor, a dip, and toppings as they like.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>This includes the POPstar service, as well as set up and tear down of the</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>truck, fuel, and gratuity.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Notes:** Hi Diana,

Here is the paid invoice for your event on Tuesday, April 7th, 2015 for two hours of truck service (4:30-6:30pm).

Thank you for the opportunity to once again provide you and your guests with a fresh, fun and memorable dessert experience. I look forward to hearing from you soon.

Please don't hesitate to contact me with any questions or concerns you may have.

Cool Regards,  
Tony

PS We will have a Nutella bar dipped in semi sweet chocolate with shredded coconut.

| Subtotal: | $1,000.00 |
| Tax Exempt: | 0.00 |
| **Total:** | **$1,000.00** |
| **Amount Paid:** | **-1,000.00** |
| **Balance Due USD:** | **$0.00** |

This invoice was sent using FreshBooks.

PARTY CITY
NOBODY HAS MORE PARTY FOR LESS

14804 PINES BLVD
PEMBROKE PINES, FL 33027
954 433-2272

TAX EXEMPT

014045471381 12IN TANK BL $79.98 *
12IN TANK BLIN TIME/CARTE
2 @ $39.99

-------------------------
SUBTOTAL $79.98
TOTAL $79.98

VISA MS = 2

$79.98

VISA SALE $79.98

PR: 008791
JOURNAL: 0324012834574126

CUSTOMER COPY
STORE 324 TRN 19 REG 1
04-06-2015 2:37:25 PM

ODC 1250 001 00J2

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.
Party City
NOBODY HAS MORE PARTY FOR LESS

14804 PINES BLVD
PEMBROKE PINES, FL 33027
954 433-2272

TAX EXEMPT

Customer Name: DIANA ARCENAELES
Phone: (954) 438-8633

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
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<td>54X108IN FES 54IN FESTIVE GRN TC PLSTC</td>
<td>$1.99</td>
</tr>
<tr>
<td>048419948179</td>
<td>54X108IN FES 54IN FESTIVE GRN TC PLSTC</td>
<td>$1.99</td>
</tr>
<tr>
<td>048419948179</td>
<td>54X108IN FES 54IN FESTIVE GRN TC PLSTC</td>
<td>$1.99</td>
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<tr>
<td>048419948179</td>
<td>54X108IN FES 54IN FESTIVE GRN TC PLSTC</td>
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<tr>
<td>048419948179</td>
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<td>$1.99</td>
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<tr>
<td>048419948223</td>
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<td>048419948223</td>
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<td>048419688464</td>
<td>15CT 12IN KI 15CT 12IN KIWI LTX BLN</td>
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</tr>
<tr>
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</tr>
<tr>
<td>048419688365</td>
<td>72CT 12IN LT 72CT 12IN LT PRLIZED AST</td>
<td>$3.99</td>
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<tr>
<td>048419688105</td>
<td>72CT 12IN LT 72CT 12IN LT PRLIZED AST</td>
<td>$7.99</td>
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| * | * | *

SUBTOTAL $37.89
TOTAL $37.89
CR VISA SALE $37.89
ITEMS = 11

CUSTOMER COPY

STORE 324 TRN 38 REG 2
04-07-2015 01:33:13 PM
ODC 1251 002 01EM
**Event Audit Report**

<table>
<thead>
<tr>
<th>Organization/Department:</th>
<th>Broward SGA (FIU at I-75)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representatives Name:</td>
<td>Diana Arcentales</td>
</tr>
<tr>
<td></td>
<td>Position: Student Life coord</td>
</tr>
<tr>
<td>Phone:</td>
<td>954-438-8633</td>
</tr>
<tr>
<td>Advisor:</td>
<td>Marisa Salazar, Director</td>
</tr>
<tr>
<td>Event:</td>
<td>Welcome Summer 2015 - Mon. &amp; Tues., May 11 &amp; 12 from 4:30-6:30PM</td>
</tr>
<tr>
<td>Date:</td>
<td>5/11-12/2015</td>
</tr>
<tr>
<td>Time:</td>
<td>4:30-6:30 PM</td>
</tr>
<tr>
<td>Location:</td>
<td>FIU at I-75 Ground Floor</td>
</tr>
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</table>

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

<table>
<thead>
<tr>
<th>Students: 233</th>
<th>Community: 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty/Staff: 10</td>
<td>Total: 247</td>
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### SGC Financial Support

<table>
<thead>
<tr>
<th>Opening Balance:</th>
<th>$5,524.73</th>
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<tbody>
<tr>
<td>Amount Spent:</td>
<td>$800.00</td>
</tr>
<tr>
<td>Closing Balance:</td>
<td>$4,724.73</td>
</tr>
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</table>

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

The Welcome Summer 2015 event was appreciated by our FIU at I-75 students. They enjoyed their complimentary Jamba Juice smoothies and welcome packet containing an FIU at I-75 sport pack, mini notebook & pen, sunglasses & key chain.

What was positive about this event? Why?

The students were greeted on the first floor and provided with a cool beverage and a welcome kit. We also assisted in directing them to their classes. Thanks to BBC SGA for sponsoring our FIU at I-75 student life events. The welcome kit items were ordered with our special one time $10,000 allocated funds.

What was negative about this event? Why?

Should this event be done again next year?

Yes, absolutely! The students have expressed an interest in it for the future. Thanks!

Please attach any articles, flyers, or photos.

Signature: Diana Arcentales

Date: 5/13/15

Advisor’s Signature: 

Date: 5/13/15
Welcome Summer 2015
Monday & Tuesday
May 11\textsuperscript{th} & 12\textsuperscript{th}
4:30 p.m. - 6:30 p.m.
Ground Floor Commons Area

Free FIU gear

*Quantities limited. First come, first served.

sponsored by:
Biscayne Bay Campus and FIU at I-75
GET YOUR FIU ONE CARD

1ST FLOOR COMMONS AREA

Monday & Tuesday
May 11th & 12th
4:30 PM - 6:30 PM

And

Saturday, June 6th
11:30 AM - 1:30 PM
Welcome Summer 2015
Diana Aranez #/1044331

Jamba Juice
2024 N. Flamingo Rd.
Pembroke Pines FL 33028
(954) 885-9050

Host: Enrico
FIU: 3:09 PM
REPRINT# 1: 20081

Sc1 Strawberries Wild (50 @ 4.00) 200.00
Sc1 Mango-A-Go-Go (50 @ 4.00) 200.00

Subtotal: 400.00
Tax: 0.00

Remove Tax Total: 400.00

ISA: 400.00
Auth: 020826

Signature: Diana Aranez

Jamba Juice
Inspire and Simplify
Healthy Living

Jamba.com

--- Check Closed ---
<table>
<thead>
<tr>
<th>Item Description</th>
<th>Quantity</th>
<th>Price</th>
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<tbody>
<tr>
<td>Sc1 Strawberries Wild</td>
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<td>4.00</td>
</tr>
<tr>
<td>Sc1 Mango-A-Go-Go</td>
<td>50</td>
<td>4.00</td>
</tr>
</tbody>
</table>

Subtotal: 400.00
Tax: 0.00

Remove Tax Total: 400.00

Payment Method: VISA
Auth: 021048

Signature: [Signature]

--- Check Closed ---
Event Audit Report

Organization/Department: International Student & Scholar Services

Representatives Name: Ariel Ortiz
Position: Assist Dir.
Phone: 305-919-5813
Advisor: Ariel Ortiz
Event: Summer 2015 Immigration Orientation
Date: 05/08/2015
Time: 9:00AM
Location: WUC 363

Attendance (please attach sign-in sheet)
Students: 4
Community:
Faculty/Staff:
Total: 4

SGC Financial Support
Opening Balance: $145.00
Amount Spent: $45.31
Closing Balance: $99.69

What was the purpose of this event? Was that purpose accomplished?
Yes. Students were able to get the information necessary to ensure they maintain status while at FIU.

What was positive about this event? Why?
Students enjoyed the orientation and received valuable information.

What was negative about this event? Why?
Turnout was not as good but that mainly has to do with the fact that we do not get as many new international students this semester as we do in Fall/Spring.

Should this event be done again next year?
Yes.

Please attach any articles, flyers, or photos.

Signature: [Signature]
Date: 05/08/2015
Advisor's Signature: [Signature]
Date: 05/08/2015
INTERNATIONAL STUDENT ORIENTATION

All new & transfer International Students are REQUIRED to attend

When: Friday, May 8th, 2015

Where: WUC 363

Time: 9:00am
Please take some time to complete this brief evaluation. Your comments and suggestions will assist us in planning and developing future orientation programs.

Department/Program: Business Administration  Home Country: Russia

Check one:  ✔ Bachelor’s    ___ Master’s    ___ Doctorate    ___ Certificate/Other

PLEASE CIRCLE YOUR ANSWER:

1. I received appropriate information about F-1 student policies and procedures at FIU.
   - Strongly Agree  Agree  Neutral  Disagree  Strongly Disagree

2. Information was presented in an organized and effective manner.
   - Strongly Agree  Agree  Neutral  Disagree  Strongly Disagree

3. I feel more knowledgeable about Immigration Regulations.
   - Strongly Agree  Agree  Neutral  Disagree  Strongly Disagree

4. ISSS staff made me feel welcomed to FIU.
   - Strongly Agree  Agree  Neutral  Disagree  Strongly Disagree

5. ISSS staff appropriately addressed my questions in a professional and courteous manner.
   - Strongly Agree  Agree  Neutral  Disagree  Strongly Disagree

Comments:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
Please take some time to complete this brief evaluation. Your comments and suggestions will assist us in planning and developing future orientation programs.

Department/Program: Hospitality  
Home Country: Colombia

Check one: Bachelor's  Master’s  Doctorate  Certificate/Other

PLEASE CIRCLE YOUR ANSWER:

1. I received appropriate information about F-1 student policies and procedures at FIU.  
   - Strongly Agree  Agree  Neutral  Disagree  Strongly Disagree

2. Information was presented in an organized and effective manner.  
   - Strongly Agree  Agree  Neutral  Disagree  Strongly Disagree

3. I feel more knowledgeable about Immigration Regulations.  
   - Strongly Agree  Agree  Neutral  Disagree  Strongly Disagree

4. ISSS staff made me feel welcomed to FIU.  
   - Strongly Agree  Agree  Neutral  Disagree  Strongly Disagree

5. ISSS staff appropriately addressed my questions in a professional and courteous manner.  
   - Strongly Agree  Agree  Neutral  Disagree  Strongly Disagree

Comments:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
Please take some time to complete this brief evaluation. Your comments and suggestions will assist us in planning and developing future orientation programs.

Department/Program: Hospitality Home Country: Argentina

Check one: Bachelor's Master's Doctorate Certificate/Other

PLEASE CIRCLE YOUR ANSWER:

1. I received appropriate information about F-1 student policies and procedures at FIU.
   - Strongly Agree Agree Neutral Disagree Strongly Disagree

2. Information was presented in an organized and effective manner.
   - Strongly Agree Agree Neutral Disagree Strongly Disagree

3. I feel more knowledgeable about Immigration Regulations.
   - Strongly Agree Agree Neutral Disagree Strongly Disagree

4. ISSS staff made me feel welcomed to FIU.
   - Strongly Agree Agree Neutral Disagree Strongly Disagree

5. ISSS staff appropriately addressed my questions in a professional and courteous manner.
   - Strongly Agree Agree Neutral Disagree Strongly Disagree

Comments:

Thank you so much! 😊
RECALL TRANSACTION

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Price</th>
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<td>4.95</td>
<td>F</td>
</tr>
<tr>
<td>LOL SPRD OLIVE OIL</td>
<td>2.19</td>
<td>F</td>
</tr>
<tr>
<td>OJ W/CAL PURE TROP</td>
<td>5.49</td>
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<tr>
<td>ACTIVIA VANILLA</td>
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<td>ACT LF MIX BERRY</td>
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<tr>
<td>DASANI 8 PK</td>
<td>3.49</td>
<td>F</td>
</tr>
<tr>
<td>FRUIT SALAD MEDIUM</td>
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<td>F</td>
</tr>
<tr>
<td>HOT CHKN CROQUETTE</td>
<td>6.90</td>
<td>T</td>
</tr>
<tr>
<td>HOT HAM CROQUETTE</td>
<td>6.90</td>
<td>T</td>
</tr>
<tr>
<td>BANANAS</td>
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<td></td>
</tr>
<tr>
<td>2.25 lb @ 0.69/ lb</td>
<td>1.55</td>
<td>F</td>
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</table>

**TAX EXEMPT #**

- Order Total: 45.31
- Grand Total: 45.31
- Credit Payment: 45.31
- Change: 0.00

**TAX FORGIVEN**: 0.97

PRESTO!

- Reference #: 065147-003
- Trace #: 0010012061
- Acct #: XXXXXXXXXXXX0476
- Purchase VISA

Amount: $45.31

- Auth #: 045202

Your cashier was Magdalena

05/08/2015 7:21 S1382 R106 9688 C0230

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

Publix Super Markets, Inc.
Summer 2015 Immigration Orientation
Friday, May 8, 2015 ▪ 9:00am ▪ WUC 363

9:00am ● Check-In & Breakfast
9:15 – 9:20am ● Introductions
9:20 - 9:30am ● ISSS Services and Operations
9:30 – 10:00am ● Friendly Reminders About FIU & Advice on Living in Miami
10:00 – 10:15am ● Health & Safety
10:15 – 11:00am ● Immigration Regulations
10:15 – 11:00am ● Immigration Quiz Game
11:00 – 11:10am ● Immigration Learning Assessment & Evaluation
11:00 – 11:10am ● Your Rights and Responsibilities
11:10 – 11:30am ● The American Classroom
11:30am – 12:00pm ● Reminders & Thank you
11:30am – 12:00pm ● Questions and Answers