

ELECTION DAY FACILITY STATEMENT

Please submit the following information for the location(s) utilized during election day; Tuesday: January 26, 2016.

PLEASE COMPLETE THIS FORM AND RETURN IT EVEN IF NO CHARGES WILL BE BILLED TO BEXAR COUNTY ELECTIONS.
PLEASE RETURN NO LATER THAN 45 DAYS AFTER THE ELECTION DATE.

PRECINCT # (S): 4098/4104/4199

NAME OF LOCATION: Wood Middle School

LOCATION ADDRESS: 14800 Judson Road San Antonio, TX 78233

OCCUPANCY: PLEASE CHECK, IF APPLICABLE

☒ USE OF PRIVATE/PUBLIC BUILDING ON A REGULAR BUSINESS DAY.

☐ USE OF PRIVATE/PUBLIC BUILDING ON A DAY IN WHICH THE BUILDING IS NOT NORMALLY OPEN FOR BUSINESS.

UTILITY FEE: PLEASE ATTACH A COPY OF UTILITY BILL FOR THIS PERIOD.

TOTAL UTILITY BILL \$ _____ ÷ 30 DAYS ÷ 24 HRS = RATE PER HOUR \$ _____

RATE PER HOUR _____ x Nbr of HOURS _____ x % BLDG USED _____ = TOTAL UTILITY FEE \$ _____

☐ CHECK HERE IF UTILITIES CANNOT BE PARTIALLY CONTROLLED

CUSTODIAL FEES: PLEASE ATTACH TIME SHEETS ON EACH EMPLOYEE FOR PAYMENT OF CUSTODIAL FEES.

NAME OF EMPLOYEE(S): _____

DATE(S) WORKED: _____

TOTAL HOURS WORKED _____ X RATE PER HOUR \$ _____ = TOTAL CUSTODIAL FEE \$ _____

TOTAL FEES CHARGED TO BEXAR COUNTY ELECTIONS:

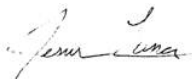
TOTAL UTILITY FEE \$0.00 + TOTAL CUSTODIAL FEE \$0.00 = TOTAL FEE REQUESTED \$0.00

☒ CHECK HERE IF NO FEES CHARGED TO BEXAR COUNTY ELECTIONS

AUTHORIZATION

I certify the above information is true and correct based on applicable facility records and invoices.

PRINTED NAME: Jesse Luna TITLE: Assistant Director of Procurement & eCommerce Department

SIGNATURE:  DATE: Wednesday, January 27, 2016 TELEPHONE: 210.407.0409

TO RECEIVE REIMBURSEMENT PLEASE PROVIDE THE FOLLOWING INFORMATION:

CHECK PAYABLE TO:

(name) North East Independent School District (NEISD)

Facility Reservations Office

(address) 8961 Tesoro Drive, Suite 317

San Antonio, Texas 78217

PLEASE SUBMIT THIS COMPLETED DOCUMENT TO: Jacquelyn F. Callanen, Elections Administrator
203 W. Nueva, STE. 3.61
San Antonio, TX 78207

FOR ELECTIONS OFFICE USE ONLY
APPROVAL OF PAYMENT BY ELECTIONS ADMINISTRATOR

JACQUELYN F. CALLANEN

DATE

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PRECINCT # (S): 3105/3087/3103

NAME OF LOCATION: Fox Run Elementary School

LOCATION ADDRESS: 6111 Fox Creek San Antonio, TX 78247

OCCUPANCY: PLEASE CHECK, IF APPLICABLE

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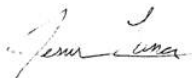
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PRECINCT # (S): 4179

NAME OF LOCATION: Stahl Elementary School

LOCATION ADDRESS: 5222 Stahl Road San Antonio, TX 78247

OCCUPANCY: PLEASE CHECK, IF APPLICABLE

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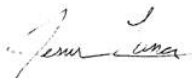
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PRECINCT # (S): 4108

NAME OF LOCATION: Woodstone Elementary School

LOCATION ADDRESS: 5602 Fountainwood San Antonio, TX 78233

OCCUPANCY: PLEASE CHECK, IF APPLICABLE

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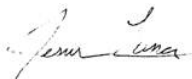
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