

# WARRANT/CHECK REGISTER

Jefferson County 911

Time: 08:57:28 Date: 09/16/2021


08/01/2021 To: 08/31/2021

Page: 1

Trans	Date	Type	Acct #	War #	Claimant	Amount	Memo
607	08/10/2021	Payroll	671	8993	Teamsters Local 589	611.00	Pay Cycle(s) 08/05/2021 To 08/05/2021 - Union Dues
633	08/19/2021	Claims	671	8994	Gunnerson Consulting & Communication	716.50	Consulting Services For July -2021
634	08/19/2021	Claims	671	8995	Hanson of Port Townsend	305.31	VOIP Phone Service - Sept 2021
635	08/19/2021	Claims	671	8996	Jamestown Networks	1,260.00	MRC SERVICE 200 MB Internet
636	08/19/2021	Claims	671	8997	Quilcene Fair	25.00	Annual Booth Rental - Quilcene Fair
001 General						2,917.81	
							Claims: 2,306.81
						2,917.81	Payroll: 611.00

CERTIFICATION: I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against Jefferson County 911 and that I am authorized to authenticate and certify to said claim.

\_\_\_\_\_  
Stacie Huibregtse, Director

  
\_\_\_\_\_  
Lisa Johnson, Office Manager

Date: \_\_\_\_\_

Date: 9/16/21

**Warrant 8993**

Teamsters Local 589  
 11871 Silverdale Way NW Ste 111  
 Silverdale, WA 98383

<b>Total</b>	<b>\$ 611.00</b>
<b>Memo:</b>	Pay Cycle(s) 08/05/2021 To 08/05/2021 - Union Dues
Tax Year:	2021
Transaction:	607
Vendor:	81
Date:	08/10/2021

**Payment Distribution**

Account	Description	Remark	Remaining	Amount
001 - 589 90 00 00	Payroll Clearing	Bartman, Joshua D - Union Dues	-909.68	68.00
001 - 589 90 00 00	Payroll Clearing	Dressler, Katherine C - Union Dues	-909.68	56.00
001 - 589 90 00 00	Payroll Clearing	Dyste, Jennifer L - Union Dues	-909.68	57.00
001 - 589 90 00 00	Payroll Clearing	Ellis, Courtney N - Union Dues	-909.68	68.00
001 - 589 90 00 00	Payroll Clearing	Erwick, Marlo R - Union Dues	-909.68	68.00
001 - 589 90 00 00	Payroll Clearing	Fortino, Sondra M - Union Dues	-909.68	76.00
001 - 589 90 00 00	Payroll Clearing	Hansen, Leah Alena - Union Dues	-909.68	56.00
001 - 589 90 00 00	Payroll Clearing	Norman, Christina Marie - Union D	-909.68	53.00
001 - 589 90 00 00	Payroll Clearing	Sturhan, Summer J - Union Dues	-909.68	56.00
001 - 589 90 00 00	Payroll Clearing	Swift, Yvonne M - Union Dues	-909.68	53.00

JEFFERSON COUNTY 911

## Jefferson County 911

V8993

Teamsters Local 589  
11871 Silverdale Way NW Ste 111  
Silverdale, WA 98383

Warrant: 008993 Amount: 611.00  
Date: 08/10/2021  
For: Pay Cycle(s) 08/05/2021 To 08/05/2021

001 - 589 90 00 00 - Payroll Clearing  
001 - 589 90 00 00 - Payroll Clearing  
001 - 589 90 00 00 - Payroll Clearing  
001 - 589 90 00 00 - Payroll Clearing  
001 - 589 90 00 00 - Payroll Clearing  
001 - 589 90 00 00 - Payroll Clearing  
001 - 589 90 00 00 - Payroll Clearing  
001 - 589 90 00 00 - Payroll Clearing  
001 - 589 90 00 00 - Payroll Clearing  
001 - 589 90 00 00 - Payroll Clearing  
001 - 589 90 00 00 - Payroll Clearing

68.00 Bartman, Joshua D - Union Dues  
56.00 Dressler, Katherine C - Union Dues  
57.00 Dyste, Jennifer L - Union Dues  
68.00 Ellis, Courtney N - Union Dues  
68.00 Erwick, Marlo R - Union Dues  
76.00 Fortino, Sondra M - Union Dues  
56.00 Hansen, Leah Alena - Union Dues  
53.00 Norman, Christina Marie - Union Dues  
56.00 Sturhan, Summer J - Union Dues  
53.00 Swift, Yvonne M - Union Dues

JEFFERSON COUNTY 911

## Jefferson County 911

V8993

Teamsters Local 589  
11871 Silverdale Way NW Ste 111  
Silverdale, WA 98383

Warrant: 008993 Amount: 611.00  
Date: 08/10/2021 Account:  
For: Pay Cycle(s) 08/05/2021 To 08/05/2021 -  
Union Dues

Invoices:

AP6105

611.00

## BENEFIT PLAN TOTALS

Jefferson County 911

Time: 10:55:55 Date: 08/09/2021

08/05/2021 To: 08/05/2021

Page: 8

Plan: 20 Union Dues

Vendor: Teamsters Local 589

Name	Setting	Rate	Basis	Employee	Total
Bartman, Joshua D	Unique			68.00	68.00
Dressler, Katherine C	Unique			56.00	56.00
Dyste, Jennifer L	Unique			57.00	57.00
Ellis, Courtney N	Unique			68.00	68.00
Erwick, Marlo R	Unique			68.00	68.00
Fortino, Sondra M	Unique			76.00	76.00
Hansen, Leah Alena	Unique			56.00	56.00
Norman, Christina Marie	Unique			53.00	53.00
Sturhan, Summer J	Unique			56.00	56.00
Swift, Yvonne M	Unique			53.00	53.00
<b>10 Employees</b>				<b>611.00</b>	<b>611.00</b>



MEMBERS NAME STREET ADDRESS CITY, STATE, ZIP CODE	ID STATUS	SENIORITY DATE SJC	EMP CLK DEPT	LAST PYMT MONTHS OWED PAID THROUGH	WAGE RATE OVERAGE WORKSITE	COLLECTIONS		RE-INIT C.O.T.	OTHER PAYMENTS				TOTAL
						DUES	INIT		ASMT 1 ASMT 3 MISC 1	ASMT 2 ASMT 4 MISC 2	ASMT CNT1 ASMT CNT3	ASMT CNT2 ASMT CNT4	
<b>BARTMAN JOSHUA</b> 1322 WASHINGTON ST., UNIT 1353 PORT TOWNSEND WA 98368	0589005279 (00) ACTIVE	PSDZZZ		07-12-2021 2021-08	30.200 32.00	68.00							68.00
<b>DRESSLER KATHERINE</b> PO BOX 396 QUILCENE WA 98376	0589006083 (00) ACTIVE	PSDZZZ		07-12-2021 2021-07	24.800 7.00	56.00							56.00
<b>DYSTE JENNIFER</b> P.O. BOX 304 POULSBO WA 98370-0304	0589004554 (00) ACTIVE	PSDZZZ		07-12-2021 2021-07	25.300 4.00	57.00							57.00
<b>ELLIS COURTNEY</b> 240 WEST FITCHBURG AVE PORT HADLOCK WA 98339	0589005530 (00) ACTIVE	PSDZZZ		07-12-2021 2 mths 2021-06	26.600 4.00	60.00							<del>60.00</del> 68
<b>ERWICK MARLO</b> 2682 O'BRIEN RD PORT ANGELES WA 98362	0589002816 (02) STEWARD	PSDZZZ		07-12-2021 2021-07	30.200 4.00	68.00							68.00
<b>FORTINO SONDR</b> 221 LETHA LN SEQUIM WA 98382	0589001795 (00) ACTIVE	PSDZZZ		07-12-2021 2 mths 2021-06	33.700 6.00	76.00							76.00
<b>HANSEN LEAH</b> PO BOX 178 PORT HADLOCK WA 98339	0589005047 (00) ACTIVE	PSDZZZ		07-12-2021 2021-07	24.800 10.00	56.00							56.00
<b>NORMAN CHRISTINA</b> 81 S. MAPLE STREET PORT HADLOCK WA 98339	0589006598 (00) ACTIVE	PSDZZZ		07-12-2021 2021-07	23.500 4.00	53.00							53.00
<b>STURHAN SUMMER</b> 55 PARRISH RD SEQUIM WA 98382-9223	0589006445 (00) ACTIVE	PSDZZZ		07-12-2021 2021-07	25.020 37.00	56.00							56.00
<b>SWIFT YVONNE</b> PO BOX 86 BRINNON WA 98320	0589007012 (00) ACTIVE	PSDZZZ		07-12-2021 2021-07	23.500	53.00							53.00

TOTAL MEMBERS: 10

SUB TOTALS: 603.00

Fees, C.O.T., Assessments 3 and 4:

Misc. 1 and 2:

TOTALS: 603.00

603.00

Please indicate additions, deletions, changes and any change to a member's wage rate  
return the original copy of this billing together with your check to the Local Union

Please return to:

Teamsters Local 589  
11871 Silverdale Way NW STE 111  
Silverdale, WA 98383

+8<sup>00</sup>  
611<sup>00</sup>

6/ 0.8  
E/ 0.7

2/



**Warrant 8994**

Gunnerson Consulting & Communication  
 231 River Run Road  
 Sequim, WA 98382

<b>Total</b>	<b>\$ 716.50</b>
<b>Memo:</b>	Consulting Services For July -2021
Tax Year:	2021
Transaction:	633
Vendor:	34
Date:	08/19/2021

**Invoices**

AP	Invoice	Description	PO	Amount
6125	4035	Consulting Services For July -2021		716.50

**Payment Distribution**

Account	Description	Remark	Remaining	Amount
001 - 528 10 41 00	Professional Fees	Consulting Services For July -2021	58,984.73	716.50

JEFFERSON COUNTY 911

**V8994****Jefferson County 911**

Gunnerson Consulting & Communication  
 231 River Run Road  
 Sequim, WA 98382

Warrant: 008994 Amount: 716.50  
 Date: 08/19/2021  
 For: Consulting Services For July -2021

001 - 528 10 41 00 - Professional Fees

716.50 Consulting Services For July -2021

**GCCSS**

231 River Run Rd  
 Sequim, WA 98382  
 billing@gccss.net



## Statement

**TO**

Stacie Huibregtse  
 JeffCom911  
 81 Elkins Rd  
 Port Hadlock, WA 98339 USA

**STATEMENT NO. 5053****DATE 08/18/2021****TOTAL DUE \$716.50****ENCLOSED**

DATE	ACTIVITY	AMOUNT	BALANCE
07/17/2020	Balance Forward		535.00
07/20/2020	Invoice #3486: JeffCom911_01a : June 2020	362.50	897.50
07/29/2020	Payment #8737	-897.50	0.00
08/17/2020	Invoice #3528: JeffCom911_01a : July 2020	563.50	563.50
09/23/2020	Payment #8765	-563.50	0.00
09/24/2020	Invoice #3571: JeffCom911_01a : August 2020	3,460.27	3,460.27
10/15/2020	Invoice #3613: JeffCom911_01a : September 2020	212.50	3,672.77
10/15/2020	Payment #8786	-3,460.27	212.50
11/15/2020	Invoice #3657: JeffCom911_01a : October 2020	362.50	575.00
11/24/2020	Payment #8802	-575.00	0.00
12/15/2020	Invoice #3698: JeffCom911_01a : November 2020	235.00	235.00
12/30/2020	Payment #8846	-235.00	0.00
01/01/2021	Payment #8858	-260.50	-260.50
01/07/2021	Invoice #3736: JeffCom911_01a : December 2020	260.50	0.00
04/21/2021	Invoice #3841: JeffCom911_01a : March 2021	311.50	311.50
05/12/2021	Invoice #3880: JeffCom911_01a : April 2021	566.50	878.00
05/26/2021	Payment: Paid via QuickBooks Payments: Payment ID apbridhj	-566.50	311.50

Current Due	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due	Amount Due
716.50	0.00	0.00	0.00	0.00	<b>\$716.50</b>



DATE	ACTIVITY	AMOUNT	BALANCE
05/26/2021	Payment: Paid via QuickBooks Payments: Payment ID apbrjnbj	-311.50	0.00
06/24/2021	Invoice #3930: JeffCom911_01a : May 2021	187.00	187.00
07/01/2021	Payment: Paid via QuickBooks Payments: Payment ID apgjmb9n	-187.00	0.00
07/23/2021	Invoice #3976: JeffCom911_01a : June 2021	388.00	388.00
07/26/2021	Payment: Paid via QuickBooks Payments: Payment ID 117-411	-388.00	0.00
08/18/2021	Invoice #4035: JeffCom911_01a : July 2021	716.50	716.50

Current Due	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	90+ Days Past Due	Amount Due
716.50	0.00	0.00	0.00	0.00	\$716.50

**GCCSS**

231 River Run Rd  
Sequim, WA 98382  
billing@gccss.net

**BILL TO**

Stacie Huibregtse  
JeffCom911  
81 Elkins Rd  
Port Hadlock, WA 98339 USA

**INVOICE # 4035****DATE 08/18/2021****DUE DATE 09/17/2021****TERMS Net 30**

ACTIVITY	QTY	RATE	AMOUNT
<b>Services</b> JeffCom911_01a : Invoice for Consulting Services during July 2021*		0.00	0.00
<b>Services</b>		0.00	0.00
<b>WA Sub</b> Jul'21 ~ Administrative Services	0.17	50.00	8.50
<b>WA Sub</b> Jul'21 ~ LB_JeffCom911_01a:Reservoir Lease / Verizon	4.72	150.00	708.00
<b>Services</b>		0.00	0.00
<b>Services</b> *May include prior month(s) work totaling less than \$100		0.00	0.00
<b>Services</b> **See Attached Spreadsheet for Details		0.00	0.00

Please return payment by electronic check,  
or by mailed check to the address shown  
at the top of this invoice. Thank you.

**BALANCE DUE****\$716.50**

Notes	Task	Date	Employee	Comments	Rate	Total HR:	Billable HR	NonBill HR	Billable Expense	non-Billable Ex	Billable Amount
LB_JeffCom911_01a											
		7/26/21	Bookkeeping, System S	administrative services - JUL 2021	50	0.17	0.17				8.50
	<b>Total</b>					<b>0.17</b>	<b>0.17</b>				<b>8.50</b>
	Reservoir Lease / Verizon										
	Reservoir Lease / Verizon	7/1/21	Reall, Brett	Following up with VZW on if any changes had been made to the plans prior to ordering the SA. Quick review of new Verizon plans. Requesting additional details from Verizon rep. Received updated info. Giving engineers green light to proceed with SA.	150	0.17	0.17				25.50
	Reservoir Lease / Verizon	7/7/21	Reall, Brett	Continuing to work on Third Amendment for VZW.	150	0.51	0.51				76.50
	Reservoir Lease / Verizon	7/28/21	Reall, Brett	Starting lease amendment for VZW work, comparing loading on lease vs. SA. Equipment didn't match. Reaching out to engineer to determine why. It appears VZW didn't perform the last mod. Email to JeffCom to ensure rent was started at required higher rate.	150	0.51	0.51				76.50
	Reservoir Lease / Verizon	7/28/21	Reall, Brett	Review of comments on VZW plans. Sending to Chris Palmer and JeffCom for review. Continued work on the lease amendment.	150	1.34	1.34				201.00
	Reservoir Lease / Verizon	7/29/21	Reall, Brett		150	0.51	0.51				76.50
	Reservoir Lease / Verizon	7/29/21	Reall, Brett		150	1.68	1.68				252.00
	<b>Reservoir Lease / Verizon Total</b>					<b>4.72</b>	<b>4.72</b>				<b>708.00</b>
<b>LB_JeffCom911_01a Total</b>						<b>4.89</b>	<b>4.89</b>				<b>716.50</b>
<b>Grand Total</b>						<b>4.89</b>	<b>4.89</b>				<b>716.50</b>



## Lisa A. Johnson

---

**From:** billing@gccss.net  
**Sent:** Wednesday, August 18, 2021 2:11 PM  
**To:** Lisa A. Johnson  
**Cc:** 'Brett Reall'  
**Subject:** JeffCom911\_GCCSS Accounting\_Invoice for Consulting Services\_July 2021  
**Attachments:** JeffCom911\_Invoice\_JUL'21.pdf; JeffCom911\_Statement\_18thAug'21.pdf; JeffCom911\_Supporting Docs\_Jul 2021.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Lisa,

I believe they sent you an invoice for July. Here are the documents to accompany that.

Thank you for allowing GCCSS to assist you with your wireless site.

Thank you,

**Gunnerson Consulting**  
& Communication Site Services  
(425) 272-4070  
231 River Run Rd  
Sequim, WA 98382  
[www.GunnersonConsulting.com](http://www.GunnersonConsulting.com)



Virus-free. [www.avast.com](http://www.avast.com)

**Lisa A. Johnson**

---

**From:** GCCSS <quickbooks@notification.intuit.com>  
**Sent:** Wednesday, August 18, 2021 5:53 AM  
**To:** Lisa A. Johnson  
**Cc:** billing@gccss.net  
**Subject:** Invoice from Gunnerson Consulting and Communication Site Services, LLC  
**Attachments:** Invoice\_4035\_from\_GCCSS.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

INVOICE 4035



GCCSS

DUE 09/17/2021

**\$716.50**

**Print or save**

Powered by QuickBooks

Dear Stacie,

We have attached the invoice from GCCSS along with a PDF file detailing the hourly work as well as a current statement.

Thank you for your business, and please send an email to [billing@gccss.net](mailto:billing@gccss.net) if you have any questions or concerns.

GCCSS

231 River Run Rd Sequim, WA 98382

billing@gccss.net

If you receive an email that seems fraudulent, please check with the business owner before paying.



© Intuit, Inc. All rights reserved.

[Privacy](#) | [Security](#) | [Terms of Service](#)



**Warrant 8995**

Hanson of Port Townsend  
PO Box 173  
Port Townsend, WA 98368

<b>Total</b>	<b>\$ 305.31</b>
<b>Memo:</b>	VOIP Phone Service - Sept 2021
Tax Year:	2021
Transaction:	634
Vendor:	159
Date:	08/19/2021

**Invoices**

AP	Invoice	Description	PO	Amount
6130	21231PSSEPT	VOIP Phone Service - Sept 2021		305.31

**Payment Distribution**

Account	Description	Remark	Remaining	Amount
001 - 528 10 42 00	Business Phones	VOIP Phone Service - Sept 2021	965.34	305.31

 Safeguard LITHO USA SFSL30S CK7508113S

JEFFERSON COUNTY 911

**V8995****Jefferson County 911**

Hanson of Port Townsend  
PO Box 173  
Port Townsend, WA 98368

Warrant: 008995 Amount: 305.31  
Date: 08/19/2021  
For: VOIP Phone Service - Sept 2021

001 - 528 10 42 00 - Business Phones 305.31 VOIP Phone Service - Sept 2021



## LIVE FULL SERVICE PARTNER

PO Box 173  
Port Townsend, WA 98368  
360-385-4685

# Invoice

Date	Invoice #
8/2/2021	21231PSSEPT

Bill To	
Jeffcom 9-1-1 Communications 81 Elkins Road Port Hadlock, WA 98339	

Project
Phone Service September

			Terms
			Due on receipt
Description	Qty	Rate	Amount
Handsets	6	19.95	119.70
SIP trunks concurrent calls total	6	19.95	119.70
DID Line	10	1.75	17.50
Federal, state, and local required regulatory fees		48.41	48.41
Jefferson County		9.00%	0.00

Thank you for your business.

**Balance Due**

\$305.31

**Lisa A. Johnson**

---

**From:** linda@hopti.com  
**Sent:** Monday, August 2, 2021 11:08 AM  
**To:** Lisa A. Johnson  
**Subject:** Invoice 21231PSSEPT from Hanson of Port Townsend, Inc.  
**Attachments:** Inv\_21231PSSEPT\_from\_Hanson\_of\_Port\_Townsend\_Inc.\_17056.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hanson of Port Townsend, Inc.

**Invoice** *Due: 08/02/2021*  
21231PSSEPT

Amount Due: **\$305.31**

Hi Lisa,

Your phone service invoice for September is attached.

Thank you,

Linda  
Hanson Electric Networks



**Warrant 8996**

Jamestown Networks  
257 Business Park Loop  
Sequim, WA 98382

<b>Total</b>	<b>\$ 1,260.00</b>
<b>Memo:</b>	MRC SERVICE 200 MB Internet
Tax Year:	2021
Transaction:	635
Vendor:	169
Date:	08/19/2021

**Invoices**

AP	Invoice	Description	PO	Amount
6129	6576	MRC SERVICE 200 MB Internet for MONTH 2021		1,260.00

**Payment Distribution**

Account	Description	Remark	Remaining	Amount
001 - 528 10 41 01	Data Management Services	MRC SERVICE 200 MB Internet	6,511.50	750.00
001 - 528 10 41 01	Data Management Services	MRC Service Point-Point Full Duplex	6,511.50	510.00



JEFFERSON COUNTY 911

**V8996**

Jamestown Networks  
257 Business Park Loop  
Sequim, WA 98382

**Jefferson County 911**

Warrant: 008996 Amount: 1,260.00  
Date: 08/19/2021  
For: MRC SERVICE 200 MB Internet

001 - 528 10 41 01 - Data Management Services  
001 - 528 10 41 01 - Data Management Services

750.00 MRC SERVICE 200 MB Internet  
510.00 MRC Service Point-Point Full Duplex Circuit

# JAMESTOWN NETWORKS

257 Business Park Loop  
Sequim, WA 98382  
USA

# INVOICE

Invoice Number: 6576  
Invoice Date: Aug 1, 2021  
Page: 1

Voice: 360 683-2025  
Fax: 360 693-9583

**Bill To:**

JEFFCOM 911  
JEFFERSON CO 911 COMMUNICATION  
81 ELKINS RD  
PORT HADLOCK, WA 98339

**Due Date**

8/31/21

**Payment Terms**

Net 30 Days

**Service Order Number**

SO1688

**Customer Number**

10018

Quantity	Item	Description	Unit Price	Amount
1.00	MRC SERVICE	200 MB INTERNET	750.00	750.00
1.00	MRC SERVICE	200 MBPS POINT-POINT FULL DUPLEX CIRCUIT BETWEEN JEFFCOM AND PENCOM	510.00	510.00



Subtotal	1,260.00
Sales Tax	
Total Invoice Amount	1,260.00
Payment/Credit Applied	
<b>TOTAL</b>	<b>1,260.00</b>

Check/Credit Memo No:

**Warrant 8997**

Quilcene Fair  
PO Box 603  
Quilcene, WA 98376

<b>Total</b>	<b>\$ 25.00</b>
<b>Memo:</b>	Annual Booth Rental - Quilcene Fair
Tax Year:	2021
Transaction:	636
Vendor:	171
Date:	08/19/2021

**Invoices**

AP	Invoice	Description	PO	Amount
6131	2021-FAIR	Annual Booth Rental - Quilcene Fair		25.00

**Payment Distribution**

Account	Description	Remark	Remaining	Amount
001 - 528 10 31 05	Public Education	2021 Booth Rental - Quilcene Fair	1,500.00	25.00

 **Safeguard** LITHO USA SFSL36S CK7S08113S

JEFFERSON COUNTY 911

**V8997****Jefferson County 911**

Quilcene Fair  
PO Box 603  
Quilcene, WA 98376

Warrant: 008997 Amount: 25.00  
Date: 08/19/2021  
For: Annual Booth Rental - Quilcene Fair

001 - 528 10 31 05 - Public Education 25.00 2021 Booth Rental - Quilcene Fair



**Miranda Schryver**  
Vendor Coordinator  
quilcfairvendor@gmail.com  
360.774.0726

**Quilcene Fair and Parade**  
[quilcenefair.com](http://quilcenefair.com)

Po Box 761  
Quilcene, WA 98376



## 2021 Vendor Registration

September 18, 2021 10am-3pm

I am a (check one)	Returning Vendor	<input checked="" type="checkbox"/>	New Vendor	<input type="checkbox"/>
--------------------	------------------	-------------------------------------	------------	--------------------------

Page 1/3

---

# Quilcene Fair and Parade 2021

Over the Bridges and Through the Wood

---

Dear Prospective Vendor:

I would like to introduce myself as the Vendor Coordinator for the Quilcene Fair and Parade. We are excited for the 2021 and would like to invite you to take part in our fair this year. The goal of the event is to raise money for the local organizations, as well as encourage the community to come out, have fun, and support local businesses, artists, and other community members.

We would love for you to join us this year!

For your information, the event details are provided below.

**Date of the event:** Saturday, September 18th

**Location:** Quilcene School Grounds

**Vendor Fair hours:** 10:00 AM - 3:00 PM

If you would like to participate, please complete the enclosed Vendor Application Form and return it by August 21<sup>st</sup> to avoid late fees. If you have any questions or concerns, please do not hesitate to contact me.

*Miranda Schyrver*

Vendor Coordinator

360.774.0726

quilcfairvendor@gmail.com