



Commerce Bank

COMMERCE BANK - COMMERCIAL CARDS
PO BOX 411036
KANSAS CITY MO 64141-1036



MEMO STATEMENT

Account Number	[REDACTED]
Statement Date	AUG 27, 2013
Statement Activity	\$38.97

MEMO STATEMENT ONLY
DO NOT REMIT PAYMENT

JENNY MARTIN
PUPIL SERVICE DEPARTMENT
695 E MAIN ST
GALLATIN TN 37066-247295

**0000000

Visa Commercial

ACCOUNT ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-05	08-04	24493983217818000074804	ACADEMY SPORTS #01 MADISON TN	\$12.99
08-12	08-11	24493983223818000011830	ACADEMY SPORTS #01 MADISON TN	\$25.98
08-20	08-19	24226383232400002643890	WAL-MART #0674 GALLATIN TN	\$53.48
08-21	08-20	74226383232360501415559	WAL-MART #0674 GALLATIN TN	\$53.48CR

For Customer Service Call: 1-800-892-7104 Outside the U.S., Call: 1-402-691-7800	Account Number [REDACTED]	Account Summary	
	Statement Date AUG 27, 2013	Purchases & Other Charges	\$92.45
Send Billing Inquiries To: COMMERCE BANK PO BOX 411036 KANSAS CITY MO 64141-1036	Credit Limit \$250	Cash Advances	\$0.00
	Disputed Amount \$0.00	Cash Advance Fees	\$0.00
		Credits	\$53.48
		Statement Activity	\$38.97

Expense Report

Run Date: 8/28/2013
Time: 8:18 AM

Report 3120
Run by: Holly Adkins
Header Note:

Cardholder Name:	JENNY MARTIN (448500*****2149)	Current Status:	Unsubmitted
Expense Report ID:	0002155394	Date:	8/26/2013 8:58:00 AM
Expense Report Name:	8 27 13	Current Recipient:	Holly Adkins
		Location:	SUMNER COUNTY BOE (00604646)

Summary Information			
Date Range:	7/30/2013 - 8/27/2013	Memo-Posted Transactions:	\$38.97
Description:		Grand Total:	\$38.97
Destination:			

Memo-Posted Transactions:			
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Date Occurred	Date Posted Description	Merchant Allocation	Original Amount	Settlement Amount	Split Amount
8/4/2013	8/5/2013	ACADEMY SPORTS #91	\$12.99	\$12.99	
	Purchase ID	00007460			
		141 72220 084 499 rct 4324 0091 201			
		protective arm covering for teacher			
8/11/2013	8/12/2013	ACADEMY SPORTS #91	\$25.98	\$25.98	
	Purchase ID	00001183			
		141 72220 084 499 rct 232190			
		protective arm covering for teacher			
8/19/2013	8/20/2013	WAL-MART #0674	\$53.48	\$53.48	
	Purchase ID	000000819130674			
		141 71200 084 499 rct 1431 4101 2241 0791 9605			
		overalls for specific student behavior			
8/20/2013	8/21/2013	WAL-MART #0674	(\$53.48)	(\$53.48)	
	Purchase ID	50141555			
		141 71200 084 499 refund rct 0674 00006767 92 06048			
		overalls for specific student behavior			

Memo-Posted Transactions Totals	Count:4		Total:\$38.97
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Expense Report History				
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Status	Date/Time	User Name	Business Unit	Notes
Unsubmitted	8/26/2013 8:58:00 AM	Holly Adkins	SUMNER COUNTY BOE	

Expense Report Summary	
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Reimbursable Total	\$0.00
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Martin

Report 3120

Expense Report

Run Date: 8/28/2013

Run by: Holly Adkins

Time: 8:18 AM

Signatures

Jenny Martin

Print Cardholder Name

Jenny Martin

Cardholder Signature

8-28-13

Date

Norma Dam

Print Approver Name

Norma Dam

Approver Signature

8/28/13

Date



ACADEMY @ RIVERGATE 615-855-6900

08/04/13 17:58

282186 SALE 4324 0091 201

ADULT FOREARM COMB / 6931497	
1 @ 1 for 12.99 MDS	12.99
99 NONTAXABLE TOTAL	
TOTAL	12.99

VISA/Master Card 12.99 ✓
 XXXXXXXXXXXXX2149 EXP
 JENNY MARTIN AUTH 055286

RIGHT STUFF. LOW PRICE. EVERYDAY!

THANK YOU! SHOP 24/7 AT ACADEMY.COM



2013080417580009102014324

Jenny Martin 8/04/13 17:58



ACADEMY @ RIVERGATE 615-855-6900

08/11/13 11:44

252190 SALE 6554 0091 221

ADULT FOREARM COMB / 6931497	
1 @ 1 for 12.99 MDS	12.99
ADULT FOREARM COMB / 6931497	
1 @ 1 for 12.99 MDS	12.99
99 NONTAXABLE TOTAL	
TOTAL	25.98

SELECT SIGNATURE CAPTURED 6554 1 >>
 VISA/Master Card 25.98
 XXXXXXXXXXXXX2149 EXP
 JENNY MARTIN AUTH 061600

RIGHT STUFF. LOW PRICE. EVERYDAY!

THANK YOU! SHOP 24/7 AT ACADEMY.COM



2013081111450009102216554

Jenny Martin 8/11/13 11:45

Special Education Department
P card Purchase Approval Form
 SUMNER COUNTY BOARD OF EDUCATION

Sumner County Schools
Special Education Department
Attention: Holly Adkins
695 East Main Street
Gallatin, TN 37066

For office use only

BUDGET CODE _____

Date 8 ___ / 5 ___ / 13 ___

Vendor ___ Academy Sports _____

Special Instructions: *Requesting approval for P-card purchase*

Phone Number _____
 Fax Number _____

Quantity	Item	Description	Unit	Extention
1	Arm Guard	Protective arm covering for teacher		
Shipping/Handling				
TOTAL				13.00

SUBMITTED BY Jenny Martin

APPROVED BY 

08/09

Special Education Purchase Voucher (check one)

Voucher at _____
 P Card Purchase

Any Special Education Employee who makes a purchase of any type must fill out a Special Education Purchase Voucher. You may obtain a voucher from your school coordinator at the time of authorization.

Teacher Jenny Martin (for Carlie Rhoads)

School Pupil Services (for HB Williams)

Items to purchase arm guards for teacher for behavior plan implementation to avoid getting bit or scratched

Authorization 

Amount Authorized _____

Date 8/5/13

I do understand I will be responsible for submitting the receipt with approval to Holly Adkins, Special Education Bookkeeper promptly or be totally responsible for the charge.

I understand that purchases made are tax exempt and I am responsible for notifying the cashier prior to purchase.

Please sign the receipt and attach to completed form and put in the next courier run. Pcard receipts are due on or before the 27th of each month. Please do not use your Pcard from the 25th-31st each month.

Teacher Signature Jenny Martin

Date 8/5/13

Special Education Department
P card Purchase Approval Form
 SUMNER COUNTY BOARD OF EDUCATION

Sumner County Schools
Special Education Department
Attention: Holly Adkins
695 East Main Street
Gallatin, TN 37066


For office use only
BUDGET CODE _____

Date 8__/_9__/_13__

Vendor __Academy Sports_____

Special Instructions: <i>Requesting approval for P-card purchase</i>				
Phone Number _____				
Fax Number _____				
Quantity	Item	Description	Unit	Extention
2	Arm Guard	Protective arm covering for teacher	13.00	26.00
Shipping/Handling				
TOTAL				26.00

SUBMITTED BY Jenny Martin

APPROVED BY 

08/09

Special Education Purchase Voucher

(check one)

Voucher at _____

P Card Purchase

Any Special Education Employee who makes a purchase of any type must fill out a Special Education Purchase Voucher. You may obtain a voucher from your school coordinator at the time of authorization.

Teacher Jenny Martin (for Kelly Evans/Mary Jackson)

School Pupil Services (for Hendersonville H.S.)

Items to purchase arm guards for teachers for behavior plan implementation to avoid getting bit or scratched

Authorization 

Amount Authorized _____

Date _____

I do understand I will be responsible for submitting the receipt with approval to Holly Adkins, Special Education Bookkeeper promptly or be totally responsible for the charge.

I understand that purchases made are tax exempt and I am responsible for notifying the cashier prior to purchase.

Please sign the receipt and attach to completed form and put in the next courier run. Pcard receipts are due on or before the 27th of each month. Please do not use your Pcard from the 25th-31st each month.

Teacher Signature Jenny Martin

Date 8/9/13

Walmart 
Save money. Live better.

(615) 452 - 8452
MANAGER MARK MORGAN
1112 NASHVILLE PIKE
GALLATIN TN 37066
WAL-MART STORE # 674
GALLATIN, TN

ST# 0674 OP# 00006767 TE# 92 TR# 06048
MERCHANT# 00001234
VISA

*** CREDIT ISSUED ***
GENERAL MDSE TOTAL 53.48-
ACCOUNT # **** * 2149 S
APPROVAL # REFUND
Name
MARTIN JENNY
TERMINAL # HX259622

Ask a Pharmacy Sales Associate how you
can save money on pet medications!
08/20/13 12:43:03

CUSTOMER COPY

Jenny Martin

Walmart 
Save money. Live better.

(615) 452 - 8452
MANAGER MARK MORGAN
1112 NASHVILLE PIKE
GALLATIN TN 37066
ST# 0674 OP# 00004380 TE# 17 TR# 02444
SS COVERALL ~~060764580306~~ 23.74.0 *na*
LS COVERALL ~~060764588976~~ 29.74.0 *na*
SUBTOTAL 53.48
TOTAL 53.48
VISA TEND 53.48

ACCOUNT # **** * 2149 S
APPROVAL # 067825
REF # 323100264388
TRANS ID - 283231733449158
VALIDATION - HC28
PAYMENT SERVICE - E
TERMINAL # HX234604

08/19/13 15:22:38

CHANGE DUE 0.00

ITEMS SOLD 2

TC# 1431 4101 2241 0791 9605



Ask a Pharmacy Sales Associate how you
can save money on pet medications!
08/19/13 15:22:38

CUSTOMER COPY

Jenny Martin

Special Education Department
P card Purchase Approval Form
 SUMNER COUNTY BOARD OF EDUCATION

Sumner County Schools
Special Education Department
Attention: Holly Adkins
695 East Main Street
Gallatin, TN 37066

For office use only

BUDGET CODE _____

Date 8 ___ / 19 ___ / 13 ___

Vendor ___ Academy Sports _____

Special Instructions: *Requesting approval for P-card purchase*

Phone Number _____
 Fax Number _____

Quantity	Item	Description	Unit	Extention
2	Zip up overalls	To prevent student from smearing and throwing feces during school hours	25.00	50.00
Shipping/Handling				
TOTAL				50.00

SUBMITTED BY Jenny Martin

APPROVED BY 

08/09