

Munis Invoice Data Entry Form

Purchase Order: <input style="width: 100px;" type="text"/>		or Contract No. <input style="width: 100px;" type="text"/>		Entry Date: <input style="width: 100px;" type="text"/>	Batch No. <input style="width: 100px;" type="text"/>
* Vendor Number: <input style="width: 100px;" type="text" value="10877"/>		* Vendor Suffix: <input style="width: 50px;" type="text" value="1"/>		Vendor Address: Embassy Consulting Services	
* Invoice No. <small>Max 25 characters</small> <input style="width: 150px;" type="text" value="82699"/>		City, State Zipcode: <input style="width: 150px;" type="text"/>			
* Gross Amount: \$ <input style="width: 100px;" type="text" value="99.00"/>		Payment Method (Check if not normal): EFT: <input type="checkbox"/> Wire: <input type="checkbox"/> Single: <input type="checkbox"/>		Transaction Description: (Max 50 characters)	
Sales Tax: <input style="width: 100px;" type="text"/>				PD_X7499/Crisis Intervention/Seal Bch, CA - 04/17/2019	
Use Tax: <input style="width: 100px;" type="text" value="FALSE"/>					
Discount - \$\$ <input style="width: 100px;" type="text" value="-"/>		* Service Date: <input style="width: 100px;" type="text" value="4/17/2019"/>		Separate Check: <input type="checkbox"/> Include Documentation: <input type="checkbox"/> PA Applied: <input type="checkbox"/>	
Discount - % <input style="width: 100px;" type="text"/>		* Invoice Date: <input style="width: 100px;" type="text" value="3/27/2019"/>		Department Approval Signature: 5/9/19 This invoice is approved for payment	
Net Amount \$ <input style="width: 100px;" type="text" value="99.00"/>		* Receive Date: <input style="width: 100px;" type="text" value="3/27/2019"/>			
Comments/Notepad: Tuition payment - T. McDonald. DP 19-164. A. Rygh. 5/9/2019 AR					

Line	T	Fund	CAFR	Dept	Bureau	Unit	Program	Activity	Location	Object	Invoice Line Amount	Sales Tax	Use Tax	Total
Example		1000	23	22	2201	220101	000000	000000	000000	830002	\$ 99.00			\$ 99.00
1														
2			Auto Fill	-	-	-	-	-	-	-				-
3			Auto Fill	-	-	-	-	-	-	-				-
4			Auto Fill	-	-	-	-	-	-	-				-
5			Auto Fill	-	-	-	-	-	-	-				-
6			Auto Fill	-	-	-	-	-	-	-				-
7			Auto Fill	-	-	-	-	-	-	-				-
8			Auto Fill	-	-	-	-	-	-	-				-
9			Auto Fill	-	-	-	-	-	-	-				-
10			Auto Fill	-	-	-	-	-	-	-				-
Page Totals:											\$ 99.00	\$ -	\$ -	99.00

This form is not required to be used unless individual department has elected it to be so

Form Dated 2/1/19



DATE	INVOICE #
3/27/2019	82699

Tax ID # 45-3151221

TRAINING/CONFERENCE – TRAVEL REQUEST **City of Long Beach Police Department**

Requestor MCDONALD, TERRI		TRACT ID TEMCDON	Index Code PD0548
Date: 02-25-2019	DID#: 10366	Bureau/Division SUPPORT/JAIL	Daytime Phone # 562-570-7266
Course Title CRISIS INTERVENTION & BEHAVIORAL HEALTH		Start Date: APRIL 17, 2019 Time: 0800	End Date: APRIL 17, 2019 Time: 1700
Course Location 911 SEAL BEACH BLVD SEAL BEACH CA 90740		Course Code/Control No. (If applicable) 7980-84821	
Presenter: EMBASSY CONSULTING SERVICES	Contact Person: JOSEF LEVY	Contact Phone #: 562-577-5874	

Circle Appropriate Information for Each Item in the Box Below

Training/Conference	P.O.S.T. Course: Y <input checked="" type="radio"/> N	P.O.S.T. Backfill Qualified: Y <input checked="" type="radio"/> N
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Tuition Cost: \$ 99.00 **DP 19-164 MUST Attach copy of Conference/Training Bulletin/Flyer Literature**

Generally, meals are reimbursable up to \$50/day (breakfast/\$10; lunch/\$15; dinner/\$25) depending on distance and time of training/conference. Tips are reimbursable up to 15% for table services only.

Alcoholic beverages are not reimbursable.

The requestor may be required to use a personal vehicle if a City vehicle is unavailable. Reimbursement for use of a personal vehicle will be made under the City of Long Beach guidelines.

Rental car must be approved by the requestor's Deputy Chief or Bureau Chief.

Notes & Cost Information (include travel & accommodation needs):

MILEAGE
LUNCH - \$15.00
STC REIMBURSABLE

2.26.19
 1. Requestor Date

4. Deputy Chief/Bureau Chief Date

02/26/19
 2. Division Training Sergeant Date

3/13/19
 5. Deputy Chief – Support Bureau Date

2/27/19
 3. Division Commander/Administrator Date

6. Chief of Police Date

MAR 14 2019



CRISIS INTERVENTION & BEHAVIORAL HEALTH TRAINING

IN PARTNERSHIP WITH THE SEAL BEACH POLICE DEPARTMENT

OVERVIEW

Law enforcement officers are frequently called upon to manage incidents involving people with mental illness. This interactive training will cover mental illness, stigma, substance use disorders, developmental disabilities and more. The class will also feature a guest speaker, someone living with a mental illness who will share his experiences of living with a mental illness.

This Training satisfies Senate Bill 29 (SB29) requiring all Field Training Officers (FTO's) to have at least 8 hours of crisis intervention behavioral health training.

PRESENTERS

Dr. Elijah Levy, Ph.D., Clinical Psychologist

Dr. Levy is a Clinical Psychologist with almost three decades of experience working with the mentally ill population.

Chief Charlie Celano, Tustin Police Department (ret)

Charlie Celano is a recently retired police chief and has 27 years of law enforcement experience. Charlie has taught law enforcement professionals throughout the country and is a graduate of the FBI National Academy Class #258.

Commander Josef Levy, Long Beach Police Department (ret)

Josef Levy has over 30 years of law enforcement experience and is a seasoned instructor who has trained law enforcement professionals on the Local, National and International level.

WAYS TO REGISTER

Visit: www.EmbassyConsultingServices.com/register

- Under the list of upcoming classes, click on Crisis Intervention & Behavioral Health Training, Wednesday, April 17, 2019
- Complete Booking Form and online payment information through PayPal
- Send an email to [REDACTED]@embassy.com or call [REDACTED] to register and request to be invoiced or to pay by credit card.

DETAILS

- STC Certified (7980-84821) and POST Certified (1083-20763-16)
- Continental breakfast and afternoon snacks will be served

Embassy Consulting Services LLC is owned and operated by Josef Levy, Commander (Retired) Long Beach Police Department. Embassy training seminars are not open to the general public. Embassy seminars are for Law Enforcement personnel or those who, in some capacity, represent law enforcement, public or government agencies. Embassy reserves the right to restrict or deny enrollment or access to any individual. No refunds, however, substitutions will be permitted. For additional information, please visit our website at www.embassyconsultingservices.com.

- DATE -

Wednesday, April 17, 2019

- TIME -

8:00 am to 5:00 pm

- LOCATION -

Seal Beach Police Department
911 Seal Beach Blvd.
Seal Beach, CA 90740

- TUITION -

\$99.00

EMBASSYCONSULTINGSERVICES.COM

CREATING SAFE COMMUNITIES

562.577.5874