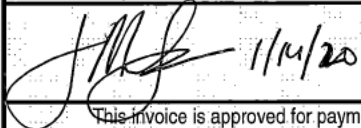


Munis Invoice Data Entry Form

D-107958

Purchase Order: 		or Contract No. 		Entry Date: 1-14-2020	Batch No. 8360
* Vendor Number: 10877	* Vendor Suffix: 1	Vendor Address: Embassy Consulting			
* Invoice No. <small>Max 25 characters</small> 89226	City, State Zipcode: 11278 Los Alamitos Blvd. #232, Los Alamitos, CA 90720		Transaction Description: (Max 50 characters)		
* Gross Amount: \$ 125.00	Payment Method (Check if not normal):		PD_7499/Pontius, A./FountainValley/2/12/2020		
Sales Tax: 	EFT: <input type="checkbox"/> Wire: <input type="checkbox"/> Single: <input type="checkbox"/>				
Use Tax: FALSE					
Discount - \$\$ 	* Service Date: 2/12/2020	Separate Check: <input checked="" type="checkbox"/>	Department Approval Signature:		
Discount - % 	* Invoice Date: 12/31/2019	Include Documentation: <input checked="" type="checkbox"/>			
Net Amount \$ 125.00	* Receive Date: 12/31/2019	PA Applied: <input checked="" type="checkbox"/>			

Comments/Notepad:

Registration Fee: Pontius, Amanda - DP 20-104. 1/14/2020. A. Rygh

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				
1											\$ 125.00			\$ 125.00
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:											\$ 125.00	\$ -	\$ -	125.00

* This form is not required to be used unless individual department has elected to do so.

Form Dated 2/1/18



INVOICE

INVOICE TO:
Long Beach Police Department
Attn: Accounts Payable

11278 LOS ALAMITOS BLVD. #232, LOS ALAMITOS, CA 90720 | EMBASSYCONSULTINGSERVICES.COM | 562.577.5874

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

Requestor Amanda Pontius		RACT ID		Index Code PD0880	
Date: 12/10/19	DID#: 11034	Bureau/Division Invest/FSSD		Daytime Phone # X87686	
Course Title Civilian Leadership course		Start Date: 2/12/20		End Date: 2/12/20	
		Time: 0800		Time: 1700	
Course Location Fountain Valley PD			Course Code/Control No. (if applicable)		
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 / N	P.O.S.T. Backfill Qualified: Y / N
---------------------	------------------------	------------------------------------

Tuition Cost: \$ 125 **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):

City vehicle / No Hotel
Cover bill
to be paid for Through Grant Funds


1. Requestor

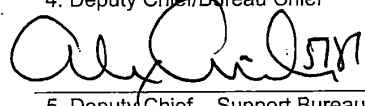
12/10/19
Date


4. Deputy Chief/Bureau Chief

12/12/19
Date

2. Division Training Sergeant

Date


5. Deputy Chief – Support Bureau

Date


3. Division Commander/Administrator

Date

RECEIVED

6. Chief of Police

Date

DEC 30 2019



CIVILIAN LEADERSHIP COURSE FOR PUBLIC SAFETY PERSONNEL

IN PARTNERSHIP WITH THE FOUNTAIN VALLEY POLICE DEPARTMENT

GOAL

This interactive course is designed specifically for **civilian public safety supervisors, managers and those aspiring to be leaders within their organization**. The goal of this training is to provide participants the opportunity to develop skills and strategies to become engaging and effective supervisors and leaders in their organization.

This training will explore leadership, leadership styles, essential elements of building morale, understanding the importance of leadership and the role supervisors play in building effective teams and more.

PRESENTER

Chief Charlie Celano, Tustin Police Department (ret)

Charlie Celano is a recently retired police chief and has 27 years of law enforcement experience, including over 18 years in supervisory, management and command level positions within the organization. Charlie has taught law enforcement professionals throughout the country and is a graduate of the FBI National Academy Class #258.

Jacob Green, MPA, Managing Director, Interwest Consulting Group

Jacob Green is a nationally recognized leadership and change management expert and author. Jacob spent several years in public service, working in a civilian role in both Fire and Police Departments in Southern California. Many private and public organizations have brought Jacob in to help their teams navigate change, leverage adversity and build organizational resilience.

WAYS TO REGISTER

1. Visit: www.EmbassyConsultingServices.com/register
 - a. Under the list of upcoming classes, click on Civilian Leadership Course for Public Safety Personnel, Wednesday, February 12, 2020
 - b. Complete Booking Form and online payment information through PayPal
2. Send an email to _____@embassycs.com or call [_____](tel:_____) to register and request to be invoiced or to pay by credit card

DETAILS

- All civilian/professional staff working in a public safety organization, including Law Enforcement, Fire/EMS, Emergency Management, Probation, Parole and those working in the Judicial System are encouraged to attend.
- 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 and Lysa Gamboa-Levy. 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, February 12, 2020

- TIME -

8:00 am to 5:00 pm

- LOCATION -

Fountain Valley Police Dept.
10200 Slater Ave.
Fountain Valley, CA 92708

- TUITION -

\$125.00

EMBASSYCONSULTINGSERVICES.COM
CREATING SAFE COMMUNITIES
562-577-5874