

**Gaylord Economic Development Authority
Regular Meeting Agenda
Wednesday, March 22, 2018 (5:30 P.M.)
*Please call 237-2338 if you are unable to attend.***

I. CALL TO ORDER (5:30 P.M.)

II. APPROVE THE AGENDA and any additions or corrections:

1. Approve 03/22/2018 agenda

III. CONSENT AGENDA:

1. Approve minutes for 02/21/18 GEDA Meeting
2. Approve minutes for 02/21/18 Neighborhood Meeting – East Ridge Terrace Lots
3. EDA Fund Balances –

I. EDA General Money Market Fund	\$ 15,234.74
II. Sign & Awning Account Balance	\$ 4,107.66
III. EDA Down Payment Assistance Program Funds	\$ 16,623.80
IV. Commercial Rehabilitation Loan Program Funds	\$ _____
Total:	\$ 35,966.20

IV. MONTHLY REPORTS/UPDATES:

1. Council liaisons
 - a. Homme
 - b. Klein
2. Staff Reports
3. Other Reports

V. UNFINISHED BUSINESS:

1. Sign and Awning Application – 325 Main Avenue
2. Conversion of green space to residential lots and Neighborhood Meeting (Parrott)

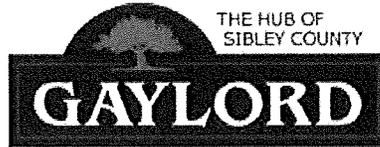
VI. NEW BUSINESS:

1. None

VII. ADJOURNMENT

Gaylord EDA

MMA account #4259 Balance as of 01-31-18		\$ 15,231.92
Deposits:	interest	\$ 2.82
		\$ -
		\$ - \$ 2.82
Expenses:		
		\$ - \$ -
Total		\$ 15,234.74
Sign & Awning Account Balance as of 1-30-17		\$ 4,107.66
Deposits:	2014 excess EDA budget \$ from the city	\$ -
		\$ - \$ -
Expenses:		\$ -
Sign & Awning account balance as of 2-28-18		\$ -
		\$ 4,107.66
Balance in MMA account #4259 as of 2-28-18		\$ 19,342.40
MMA account #842646 as of 01-31-18		\$ 16,621.38
Deposits:	interest	\$ 2.42
		\$ -
		\$ 2.42
Expenses:		
		\$ -
		\$ -
		\$ -
Balance in MMA account #842646 as of 02-28-18		\$ -
		\$ 16,623.80
Total EDA account balance as of 02-28-18		\$ 35,966.20



**Gaylord Economic Development Authority
Regular Meeting Agenda
Monday, February 12, 2018 (5:30 P.M.)**

I. CALL TO ORDER (5:30 P.M.)

- II.** Pursuant to due call and notice thereof, Doug Parrott (Vice President) called the Gaylord Economic Development Authority meeting to order in Gaylord City Hall at 5:30 P.M.

Members present: Doug Parrott (Vice President), Tom Homme (Secretary/Treasurer), Steve Olmstead and Josh Klein.

Members absent: Chuck Klimmek (President).

Staff present: Lory Young (City Administrator), Don Lannoye (City Attorney), Colleen Snyder, (Administrative Assistant).

Staff absent: None.

Guests present: Jane Rischmiller and Lisa Uecker (Gaylord Hub).

III. APPROVE THE AGENDA and any additions or corrections:

Parrott stated he spoke with Lori Waltz, Accountant/Clerk regarding the zero balance in the Commercial Rehabilitation Loan Program fund and Waltz wants to wait until after the City has been audited before she transfers the funds.

1. Approve 02/12/2018 agenda - Approval was given through consensus.

IV. CONSENT AGENDA:

1. Approve 01/18/2018 EDA minutes
2. EDA Fund Balances –

I.	EDA General Money Market Fund	\$ 15,231.92
II.	Sign & Awning Account Balance	\$ 4,107.66
III.	EDA Down Payment Assistance Program Funds	\$ 16,621.38
IV.	Commercial Rehabilitation Loan Program Funds	\$ _____
	Total:	\$ 35,960.96

Motion by Olmsted, seconded by Klein to approve the consent agenda. Motion carried.

V. MONTHLY REPORTS/UPDATES:

1. Council liaisons
 - a. Homme-None.

- b. Klein-None.
- 2. Staff Reports-None.
- 3. Other Reports-None.

VI. UNFINISHED BUSINESS:

1. Update on Housing Study – e-mail dated 02/05/18 from Sue Keithahn Young attended the Housing Study and reported the meeting was an overview of what the Housing Institute is going to take care of. They currently have a team put together but they would like to find more members. Since Chuck Klimmek is gone, Young will attend the workshop that takes place in Willmar on February 13, 2018. Olmstead asked who was involved in the Housing Study, Young replied Gaylord and New Ulm. Parrott noted the memo asked for one or more people to join the team and asked if anyone knew of someone who might be interested to inform them, that new members are needed and contact Lory Young/City Administrator.
2. Conversion of green space to residential lots in East Ridge Terrace (Parrott)
Parrott noted there was information in the EDA packet regarding the Neighborhood Meeting tonight at 6:30. Lannoye due to a prior commitment, will be leaving after the EDA meeting and will not be able to attend the Neighborhood Meeting. Parrott briefly went through the information describing what the committee was looking at. Parrott said the EDA board had been asked to determine if some or all or none of Lots 11,12,13 & 14 on Second Street East could be sold for residential building. Tonight's meeting will give the Neighborhood a chance to express their feelings regarding the conversion of these lots. Olmsted asked how big Lot 15 was because this lot has the playground equipment and will remain undeveloped for neighborhood children to play on. Klein replied Lot 15 is seventy five by one-hundred feet. Young asked if any of the equipment from the old school playground could be moved to the park on Second Street East. Parrott stated the old school playground equipment was probably anchored in with large pieces of concrete and removal of the equipment without damage maybe impossible. Young asked if the land behind these lots was zoned for Commercial use. Lannoye replied yes, it's shovel ready for Commercial use only. Parrott gave some background information on the area and wanted to make sure everyone understood a decision has not been determined yet, this decision will be made at a later date.

VII. NEW BUSINESS:

1. None.

VII. ADJOURNMENT

Motion by Homme, second by Olmstead, to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 6:10 P.M.

Respectfully submitted,

Doug Parrott, EDA Vice President

6:30 PM NEIGHBORHOOD MEETING – East Ridge Terrace Lots

NEIGHBORHOOD MEETING

Please sign in.

<u>Name</u>	<u>Address</u>	<u>Phone #</u>
Jane Rischmiller	317 6th St, Gaylord	612-791-7427
Jeremy Serbus	205 Shoreview Lane	507-351-5570
Allie Serbus	" "	" "
Devin Mack	819 8th St	507-237-5273
Brett Allen	116 Angle Dr	507 380 3464
Boayden Allen		
Ashlyn Allen		
Andrew Allen		
Ashley Allen		
Charles Templin	101 Shoreview Lane	507-237-5302
Lisa Templin	Gaylord, MN. 55334	507-237-5302
AVERY GORDON	518 W 4th St	507-237-5212
Jessica Wecker	102 High Ave E	507-327-8085
Cindy Masou	105 2nd St E	507-237-5223
Jerry Masou	105 2nd St E	" "
Dale Steinbar	201 Railroad	320 583 5743
Joe Chart	109 Railroad Ave	612-209-5522
Diana Karan	513 5th St. P.O. Box 505	507/995-8771
Jeff + Wanda Park	813 9th St. Gaylord	237-5106

Dale Steinborn	201 Railroad	David
David Espeland	109 2nd St. East	David Espeland
Marjorie Espeland	109 E 2nd St E	Marjorie Espeland
Laurelle Gene Rine	124 2nd St E	Gene Rine
Kedu Eisenbraun	109 Shoreview Ln	Anna Eisenbraun
Anna Eisenbraun	109 Shoreview Ln	Anna Eisenbraun
Brett Allen	116 Angle DR	Brett
Diane La Bunn	121 Angle Dr.	Gaylene
Dana Evers	115 Angle Dr.	Gaylord
Wade Evers	115 ANGLE DR	GAYLORD
Ken S. S.	105 Railroad Ave	Ken Garman
Melissa Schmidt	109 Railroad Ave	Melissa Schmidt
M. S.	109 Railroad Ave	Tanner Charter
Joe Charter	109 Railroad Ave	Joe
Christie Lough	117 2nd St E 3.	Christie
Ferry Gasol	105 2nd St	Gaylen
Marcus Ramlow	105 Shoreview Lane	Marcus
Ann Lough	101 Shoreview Lane	Gaylord,
Shirley Lough	"	"
Katherine Lieske	27497 45th Ave	Gaylord.
Christine Nichols	107 Angle DR	Gaylord
Shirley A. Hahn	201 Shoreview Lane	Jane Hahn
58	205 Shoreview Lane	

Gaylord EDA Sign and Awning Loan Program: Application

Property Owner Name: 325 Main Av LLC

Property Owners Address: 1101 2nd St S Ste 110 Sault Ste Marie MN 56377

Address to be improved: 325 Main Av

Phone: 507 237 5358 Date: 1/7/18

Short Project Description: Install awning and lighted sign

Total Improvement Cost: _____ Loan Request: 2000
The amount of the loan must be at least \$500 and cannot exceed \$2,000.

Contractor Name	Bid Amount
1. <u>Scenic Sign</u>	<u>\$4200</u>
2. <u>Sids Signs</u>	<u>\$5433</u>

Have you received a loan from the Sign and Awning Loan Program in the past? NO

Your application is not complete if you do not include:

- 1. Minimum two bids**
(If you are doing the work yourself, attach a copy of the material costs on letterhead from the material supplier)
- 2. Sketch/Image of Project**
- 3. Building Permit**
(You may apply without permit, EDA needs it before you receive funds—City of Gaylord 507-237-2338)

I AGREE with and UNDERSTAND the following:

I have read and am within the guidelines for the Sign & Awning Loan Program. I understand that if any information is incorrect or incomplete, my chances of receiving funding will be delayed and/or hindered.

SIGNATURE: [Signature] DATE: 1/7/18

SINGATURE of Property Owner: [Signature] DATE: 1/7/18

Applications will be reviewed in the order they are received.

Gaylord EDA Sign & Awning Loan Program

Updated: July 21, 2015

Overview:

This program is intended to offer funds to property owners in the Downtown area for the purpose of adding, improving or replacing signage & awnings. Signage & awnings should be designed to enhance and compliment the character of buildings in Downtown Gaylord.

Loan Rates/Terms:

Loans from \$500 to \$2,000 are available. Loans will be in the form of a 0%, 3-year deferred loan. A deferred loan means that you have no monthly payment. If you maintain your business in that building, and continue to own the building for the next three years, the loan will be forgiven. If you sell your building or it is no longer used as your principle place of business before the three-years is up, you simply pay back what you owe without interest. No more than one loan will be allowed per business during an eight-year time period. No property owner investment is required for this program.

Eligible Properties:

Eligible properties must be located within Gaylord's Downtown area. The boundaries of which are: both sides of Main Avenue from Second Street on the east to Sixth Street on the west, on both sides of Fourth Street from High Avenue on the north to the railroad tracks on the south, and both sides of Sibley Avenue from Third Street on the east to Sixth Street on the west.

Eligible Improvements:

Eligible improvement include: new signs & awnings or the replacement and improvement of existing signs & awnings. All signs & awnings must be in compliance with the City's Zoning Ordinance.

Ineligible Improvements:

Ineligible improvements are signs & awnings that are not in compliance with the City's Zoning Ordinance.

Work by loan recipient:

The loan recipient can perform the work, although funds can only be used to compensate for materials. Materials must be purchased, installed and inspected prior to disbursement of the loan proceeds. In either case, a two-party check will be issued payable to both the loan recipient and the materials provider. All permits must be obtained by the loan recipient and work inspected by the City of Gaylord and / or other appropriate personnel when required by City Ordinance.

Application Processing:

The EDA Board of Directors will review all applications for final approval. This can take up to one month depending on when you turn in your application. For the fastest service, turn in applications by the first week in a given month.

Contractor / Permits:

A minimum of two bids per project must be obtained from contractors, the lower of which will be reimbursed, unless the work is done by the applicant. All required permits must be obtained, are the responsibility of the loan recipient and must be obtained prior to work commencing on the project.

Total Project Cost:

The EDA will contribute up to \$2,000 towards the cost of replacing, repairing or purchasing new signs and awnings. If the total costs exceed \$2,000 the loan recipient must pay the difference.

Work Completion:

Weather permitting; all projects must be completed within 180 days of the date the grant is awarded.

Disbursement Process:

After an inspection by the city and / or the EDA to verify completion of the work, a two-party check will be issued payable to both the loan recipient and the contractor or materials supplier. Before funds can be released, the following must be received by the EDA:

- 1) Final, original invoice from contractor (or material list from supplier).
- 2) Completion certificates signed by the loan recipient and the contractor, if there is one.
- 3) Copies of all required city permits (also indicating final inspection by the city when necessary).
- 4) Final inspection by the EDA.

Please allow a minimum of 31 days from the time invoices are submitted for reimbursement checks to be issued. The Gaylord EDA approves all expenditures on the 2nd Monday of each month and invoices must be received the Friday prior to the EDA meeting for their consideration. Please advise your contractors of this schedule.

Applications can be dropped off at City Hall or mailed to:

Gaylord Economic Development Authority
332 Main Ave.
PO Box 987
Gaylord, MN 55334

List of Sign Contractors located in the surrounding area:

Signs Plus

2400 South Broadway Street
New Ulm, MN 56073
Phone: (507) 276-8331

New Ulm Signs & Graphix

1901 N Washington Street
New Ulm, MN 56073
Phone: (507) 359-5247

Sign Solutions

1230 N Broad Street
Mankato, MN 56001
Phone: (507) 388-6596

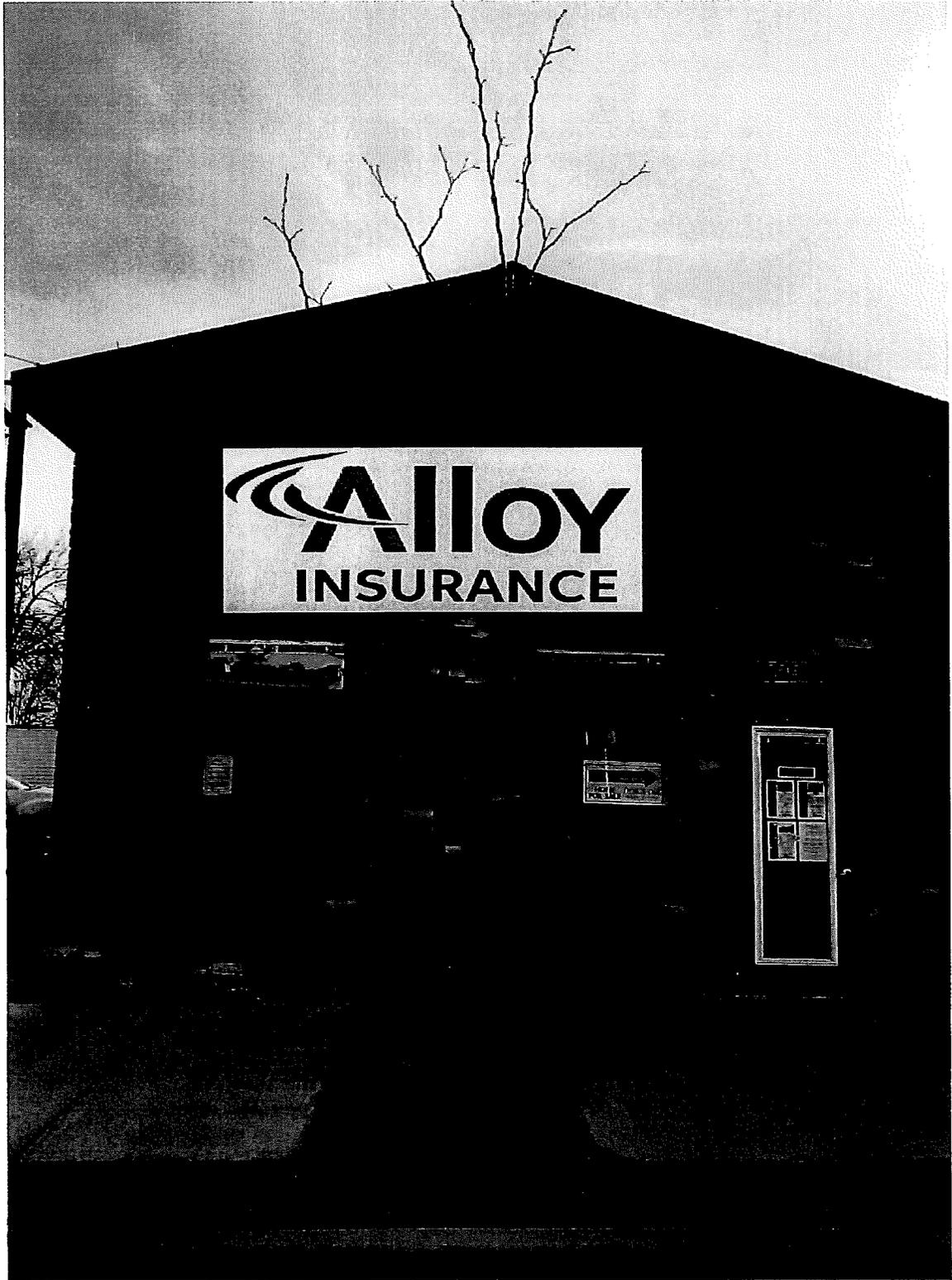
Sid's Signs on Broadway

700 North Broadway Street
New Ulm, MN 56073
Phone: (507) 359-9536

Peter's Signs

2724 9th Street East
Glencoe, MN 55336
Phone: (320) 864-2998

**Please call the Gaylord Economic Development Authority
at (507) 237-2338 if you have any questions or need additional information.**





NOT TO BE REPRODUCED
WITH OUT PERMISSION
These Drawings are
 PROPERTY OF
SID'S SIGNS ON BROADWAY
 # **94565966**

e-mail: sidssignsonbroadway@yahoo.com
 website: sidssignsonbroadway.com

Ph. 507-359-9536 * 700 No. Broadway, New Ulm, MN 56073 * Fax 507-354-3972

● SIGNAGE PROPOSAL ●

CONTACT PERSON		ORGANIZATION ... ADDRESS, TOWN, STATE. ZIP		P.O. #	DATE
ALLOY		PRO GROWTH INSURANCE			2-20-18
PHONE: 800-700-7954		FAX:			
QTY.	ITEM	DISCRIPTION	RATE	AMOUNT	
1	AWNING	BLACK AWNING... APPROX. 36"W X 36"TX 62"L, WITH ADDRESS PAINTED ON THE FRONT.		\$995	
1	SIGN	3' X 8' ELECTRICAL SINGLE PAN FACED L.E.D. SIGN, WITH LOGO.		\$2,983	
1	SIGN	4' X 8' ELECTRICAL SINGLE PAN FACED L.E.D. SIGN WITH LOGO.		\$3,999	
		LABOR TO INSTALL SIGN AND AWNING IN GAYLORD		\$575	
1	SIGN	3' X 76" ELECTRICAL 'CLOUD TYPE' SPECIAL SHAPED FLAT FACED L.E.D. SIGN, WITH LOGO.		\$2,499	
1	SIGN	4' X 8'-4" ELECTRICAL 'CLOUD TYPE' SPECIAL SHAPED FACED L.E.D. SIGN WITH LOGO.		\$3,863	
		LABOR TO INSTALL SIGNS IN SARTELL		TBD	
<div style="border: 1px solid black; padding: 2px; display: inline-block;"> FINAL ELECTRICAL HOOK-UP MUST BE DONE BY OTHERS </div>					
Total:					

TERMS:

This estimate is good for 30 days. _____ Due on Signing _____ Due On Completion

BY MY SIGNATURE BELOW, I AUTHORIZE WORK TO BEGIN, AND AGREE TO PAY AMOUNT IN FULL TO THE TERMS ON THIS AGREEMENT
 1.5% Interest to be paid on accounts over 30 days

NO WORK WILL BEGIN UNLESS DEPOSIT IS RECEIVED & PROPOSAL IS SIGNED

SIGNED: _____ DATE _____ AMT. OF DEPOSIT PD _____



BOX 881 ST. CLOUD MN 56302 (320) 252-9400

PROPOSAL
Proposal #: 19143

Proposal Date: 02/27/18
Customer #: CRM008128
Page: 1 of 4

SOLD TO:	JOB LOCATION:
ALLOY INSURANCE 325 MAIN AVE GAYLORD MN 55334	ALLOY INSURANCE 325 MAIN AVE GAYLORD MN 55334 REQUESTED BY: ALLAN

SCENIC SIGN CORPORATION (HEREINAFTER CALLED THE "COMPANY") HEREBY PROPOSES TO FURNISH ALL THE MATERIALS AND PERFORM ALL THE LABOR NECESSARY FOR THE COMPLETION OF:

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	QUOTE #18470 FABRICATE/INSTALL (1) 4'X 8'-1/2" OVERALL SET OF LED LIT CHANNEL CABINETS WITH VINYL OVERLAYS. FINAL ELECTRICAL HOOK-UP NOT INCLUDED UNLESS OTHERWISE SPECIFIED	\$3,100.00	\$3,100.00

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED, AND THE ABOVE TO BE IN ACCORDANCE WITH THE DRAWINGS AND OR SPECIFICATIONS SUBMITTED FOR THE ABOVE WORK AND COMPLETED IN A WORKMANLIKE MANNER FOR THE SUM OF:

TOTAL PROPOSAL AMOUNT: \$3,100.00

TERMS: 50.0% DOWN, BALANCE DUE ON COMPLETION
 (INTEREST OF 1.5% PER MONTH WILL BE ADDED TO PAST DUE ACCOUNTS)

THIS PRICE DOES NOT INCLUDE PRIMARY ELECTRICAL SUPPLY AND CONNECTION. PERMIT AND ENGINEERING FEES AS REQUIRED BY GOVERNMENT WILL BE ADDED AT ACTUAL COST PLUS PROCUREMENT FEE. STATE SALES TAX IS INCLUDED UNLESS SPECIFICALLY STATED OTHERWISE.

A FEE FOR DISPOSAL OF HAZARDOUS WASTE CONTAINED IN SIGNS AND MATERIALS REMOVED FROM CUSTOMER'S PROPERTY WILL BE ADDED TO THE FINAL INVOICE.

NOTE: THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 DAYS. WORK WILL NOT BEGIN UNTIL DOWN PAYMENT AND WRITTEN ACCEPTANCE IS RECEIVED.

ANY ALTERATION FROM THE ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS, WILL BE EXECUTED ONLY UPON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE TO BE PAID BY THE PURCHASER.

TERMS AND CONDITIONS

1. This proposal is made for specially constructed equipment and when accepted is not subject to cancellation. Company shall not be responsible for errors in plans, designs, specifications or drawings furnished by PURCHASER or for defects caused thereby.
2. A. The company agrees to secure all necessary governmental permits. The purchaser agrees to secure all necessary permits from the

COMPANY INITIALS _____

CUSTOMER INITIALS _____



BOX 881 ST. CLOUD MN 56302 (320) 252-9400

PROPOSAL

Proposal #: 19143

Proposal Date: 02/27/18
Customer #: CRM008128
Page: 2 of 4

building owner and/or others whose permission is required for the installation of this display and he assumes all liability with regard to same and all liability, public and otherwise, for damages caused by the display or by reason of it being on or attached to the premises. Purchaser agrees to secure all necessary permission for use of all registered trademarks or copyrights used on the display.

2. B. All necessary electrical wiring, outlets and connections to the display from the building meter and/or fuse panel will be properly fused and installed, at the expense of the Purchaser.

2. C. INSTALLATION PRICES QUOTED ARE SUBJECT TO REVISION WHERE EXCESS ROCK OR OTHER UNFORESEEABLE FOUNDATION CONDITIONS ARE ENCOUNTERED; ADDITIONAL CHARGES WILL BE INCURRED IF THESE CONDITIONS EXIST.

2. D. ALL PRIVATE UNDERGROUND UTILITIES IN THE AREA OF EXCAVATION ARE TO BE MARKED BY THE CUSTOMER, AT THEIR EXPENSE, PRIOR TO EXCAVATION. SCENIC SIGN CORPORATION SHALL NOT BE HELD RESPONSIBLE FOR DAMAGES RELATED TO THE STRIKING OF ANY UNMARKED PRIVATE UTILITIES, OR DAMAGES TO ANY PERSON, BUSINESS OR PROPERTY AS A RESULT OF THIS EXCAVATION, INCLUDING BUT NOT LIMITED TO ELECTRICAL, IRRIGATION, GAS, SURVEILLANCE OR ANY OTHER UNDERGROUND UTILITY.

3. Company warrants the display against defective workmanship in construction and assembly for one (1) year from date of shipment or installation, if installation is made by Company. Additionally, Company will replace defective components manufactured by others for one (1) year from date of shipment or installation by Company, unless specifically stated otherwise, for normal labor and travel charges only. Any part found by Company to be defective due to faulty workmanship or materials, if returned prepaid, within the warranty period, will be repaired or replaced f.o.b. point of production. Company shall not be liable for any damages or losses other than the replacement of such defective work or material. Whenever there is any circumstance on which a claim might be based, Company must be informed immediately or the provisions of this warranty are voided.

4. Any items not shipped or installed on or before 60 days from contract date will be invoiced in full at the designated unit price, and PURCHASER hereby agrees to pay said invoice per above items. It is agreed that storage charges shall accrue at the rate of one percent (1%) per month of the price of the display commencing at the end of said 60-day period. Company, at its option, may invoice each item called for in the proposal separately upon completion, or, if for reasons beyond its control completion is delayed, it may invoice for that portion of the work completed during any given month. Under no condition, will any item be held beyond 60 days after completion. In the event that size and weight of any item prohibits storage by Company on its own property, Purchaser must make arrangements for shipments immediately upon completion.

5. Payment for items purchased under the terms of the contract will be made on receipt of invoices submitted. In the event payment is not made as agreed, PURCHASER agrees to pay a service charge on past due amounts from the times they are due, thirty (30) days from invoice date, at the rate of one and one half percent (1½%) per month. In the event this contract is placed for collection or if collected by suit or through any Court, reasonable attorneys' fees shall be added.

6. All applicable taxes payable under the laws of the State of Minnesota are included in the price quoted. Taxes due in other states may be additional as noted in the specifications section of this document.

7. Company will not be responsible for delays in shipments caused by delays created by supplies or transportation services or by labor disputes or due to any other circumstances beyond its control.

8. Title to all unincorporated materials and property covered by this contract shall remain in and be the property of the Company until the purchase price is paid in full. The Company reserves the right to enter any job site and reclaim all materials or property used or intended to be used in this construction of said equipment in the event of default by Purchaser, including, but not limited to, payment of any amounts due and payable in accordance with terms of this contract. The Company retains a security interest in the materials and equipment whether or not incorporated into a project or realty until the Company has been paid in full, notwithstanding the manner in which the personal property has been annexed or attached to the realty. The Purchaser agrees to execute appropriate Commercial Code forms to provide to the

COMPANY INITIALS _____

CUSTOMER INITIALS _____



BOX 881 ST. CLOUD MN 56302 (320) 252-9400

PROPOSAL

Proposal #: 19143

Proposal Date: 02/27/18
Customer #: CRM008128
Page: 3 of 4

Company a Perfected security interest.

9. It is agreed that this contract shall be construed according to the laws of the State of Minnesota.

10. When this contract is signed by a duly authorized person of each party, all provisions contained herein become integral parts of this contract, and there is no other agreement or understanding of any nature concerning same unless such agreement or understanding, if any, is specifically incorporated here by reference.

THIS PROPOSAL DOES NOT BECOME EFFECTIVE UNTIL SIGNED AND DATED BY THE COMPANY; ONCE SIGNED THIS PROPOSAL WILL EXPIRE AFTER 30 DAYS.

THE ABOVE PRICES, SPECIFICATIONS, AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SALESPERSON: _____

DATE: _____

ACCEPTED BY: _____

TITLE: _____

SIGNATURE: _____

DATE: _____

COMPANY INITIALS _____

CUSTOMER INITIALS _____



BOX 881 ST. CLOUD MN 56302 (320) 252-9400

DEPOSIT INVOICE

Invoice #: DP19143

Inv Date: 02/27/18
 Customer #: CRM008128
 Page: 4 of 4

SOLD TO: ALLOY INSURANCE 325 MAIN AVE GAYLORD MN 55334	JOB LOCATION: ALLOY INSURANCE 325 MAIN AVE GAYLORD MN 55334 REQUESTED BY: ALLAN
--	--

ORDERED BY	PO NUMBER	SALESPERSON	ORDER DATE	PAYMENT TERMS	DUE DATE
ALLAN		BRUCE KIFFMEYER	02/22/18	50.0% Due Upon Receipt	03/22/18

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	QUOTE #18470 FABRICATE/INSTALL (1) 4'X 8'-1/2" OVERALL SET OF LED LIT CHANNEL CABINETS WITH VINYL OVERLAYS. FINAL ELECTRICAL HOOK-UP NOT INCLUDED UNLESS OTHERWISE SPECIFIED	\$3,100.00	\$3,100.00
	TOTAL PROPOSAL AMOUNT *** FINAL INVOICE AMOUNT MAY VARY UPON COMPLETION ***		----- \$3,100.00

PLEASE PAY THIS DEPOSIT AMOUNT:	\$1,550.00
--	-------------------