



**OFFICE OF THE CHIEF PROCUREMENT OFFICER
COUNTY OF COOK**

118 NORTH CLARK ST. ROOM 1018
CHICAGO, ILLINOIS 60602-1375
(312) 603-5370

THIS PURCHASE ORDER NUMBER
MUST APPEAR ON ALL PACKAGES,
INVOICES, SHIPPING PAPERS AND
DROP SHIPMENTS.

PURCHASE ORDERED ISSUED TO
836296

Simply Elegant Catering
328 N Carpenter St
Chicago IL 60607

DATE
3/6/2014
F.O.B. POINT

PURCHASE ORDER NO.
187929 - 000- OP
REQUISITION NO.
00112577 OR

**COOK COUNTY FEIN: 36-6006541
ILLINOIS SALES TAX EXEMPT: E-9998-2013-04
FEDERAL EXCISE TAX EXEMPT CERT: 36-75-D038K**

SHIP TO Office of the President
Cook County Building
118 N. Clark Street RM 537
Chicago IL 60602-1304

DELIVERY INSTRUCTIONS
Pam Cummings 312 603-
2818

DEPT NO	
4901618	Page 1 of 2

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	<p>16th Annual Unsung Heroine Awards Breakfast to be held at the Chicago Cultural Center, 78 E. Washington, Chicago, IL 60602 on Thursday, March 27, 2014 from 8am to 10am for 250 guests. Schedule: 6:30am - Caterer arrives and sets up breakfast 8:30am - Continental Breakfast served 10am - Event ends Description Catering Service Breakfast Buffet style continental breakfast for 250 people to include the following: Seasonal fresh fruit display Assorted quiche slices to include bacon and spinach quiche French Toast sticks Assorted mini muffins, Danish and Croissants Assorted bagels and Tea breads Whipped butter, Assorted jellies, Cream Cheese and Syrup Orange Juice, Grapefruit Juice and Apple Juice Freshly brewed Regular and Decaffeinated Coffee, Assortment of Teas with hot water, lemon wedges, cream, sugar, Sweet and Low and Equal Hot Chocolate Accessories shall be provided by the vendor as follows: All serving equipment, disposable ware to include plates, flatware, cups and napkins and Kitchen Equipment plus 25 Table number stands The Venue is the Chicago Cultural Center March 27th 2014 From 8 to 10AM</p>	250.00 EA	15.3400	3,835.00	4901618.521300
2.00	Walt Staff Personnel	4.00 EA	165.0000	660.00	4901618.521300

NOTE: VENDOR AGREES NOT TO EXCEED THE QUANTITY OR DOLLAR AMOUNT OF THIS ORDER WITHOUT WRITTEN AUTHORIZATION FROM THE CHIEF PROCUREMENT OFFICER

RECEIPT CERTIFICATION (FOR DEPARTMENT USE ONLY)

I hereby certify that I have received the goods/services reflected above and that the items referenced are in full conformity with the purchase order/contract.

Authorized Signature: _____

Date: _____

I hereby certify that this purchase is in agreement with the requisition on file authorizing the expenditure and is properly approved.

CHIEF PROCUREMENT OFFICER

Date: _____

John E. Mann 7 March 2014

EM



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LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
3.00	Porter Personnel	1.00 EA	165.0000	165.00	4901618.521300
4.00	Linens 120" Round Seafoam Linen Cloths	25.00 EA	18.0000	450.00	4901618.521300
5.00	Table 72" x 120" Ivory Linen Table Cloths (Banquets)	7.00 EA	13.0000	91.00	4901618.521300
6.00	Table Ivory Linen Table Skirts (Banquets)	7.00 EA	22.0000	154.00	4901618.521300
7.00	Delivery/Trucking	.00 JB	.0000	200.00	4901618.521300
***** Total Order *****				5,555.00	