

santa rosa county  
school district



"A Tradition of Excellence"

Judson C. Crane

CPPO, CPPB

Director of Purchasing and Contract Administration

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April 25, 2019

Mr. Tim Wyrosdick  
Superintendent of Schools  
5086 Canal Street  
Milton, FL 32570-6707

Dear Mr. Wyrosdick,

Please be informed that the district recently received a deposit in the amount of \$79,046.84 from SunTrust Bank which represents the rebate for the district's VISA Card program for the year of 2017, (January thru December).

It is requested that \$2,000.00 be used to fund this year's VISA Incentive Program, which has been established to reward those School Board Personnel who have the responsibility of purchasing, paying and monitoring their School Board VISA Program at their site.

It is also requested that \$7,500 be set aside for special training on P-Card administration and program expenses for the VISA Card Administrators.

Sincerely,

Judson C. Crane

JCC/tf

Attached: 1

DISTRICT 1  
Diane Scott

DISTRICT 2  
E. Hugh Winkles

DISTRICT 3  
Carol Boston

DISTRICT 4  
Jennifer Granse

DISTRICT 5  
Scott Peden

DATE	NUMBER/PG	CODE----	TYPE----	DESC-----	DESCRIPTION/SOURCE-----
020119	929142	01	RC		SUNTRUST: CREDIT CARD REBATE EFT'S TO

[illegible]

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