

Glass, Andrea

From: Reed, Frank
Sent: Monday, November 28, 2016 4:07 PM
To: Glass, Andrea
Subject: FW: APPROVED: Firehouse Subs Public Safety Foundation Grant
Attachments: Foundation Logo-VectorCMYK.eps; Foundation Logo-VectorCMYK.ai; Foundation Logo jpg-RGB.jpg

From: Reed, Frank
Sent: Friday, October 07, 2016 5:08 AM
To: Ruiz, Greg
Subject: FW: APPROVED: Firehouse Subs Public Safety Foundation Grant

From: Firehouse Subs Public Safety Foundation [foundation@firehousesubs.com]
Sent: Tuesday, October 04, 2016 8:16 AM
To: Reed, Frank
Cc: Linda Krause; Jon Krause; Aaron Krause; Scott Friedman; Elisa Friedman; foundationteam; Sheri Kohler; Ty Lowry
Subject: APPROVED: Firehouse Subs Public Safety Foundation Grant

Dear Frank,

We are pleased to announce that the Firehouse Subs Public Safety Foundation has awarded the requested Tempe Fire Medical Rescue the 10 Hydra Rams valued at up to \$15,000.00.
Please print this email to review instructions for the grant fulfillment process.
The fulfillment of your grant award will be executed by one of the options below. The Foundation will determine which fulfillment option will be used.

Our Foundation Team will purchase directly based on your submitted quote

- The vendor will ship the equipment directly to your organization
- **PROOF OF DELIVERY REQUIRED:** upon delivery, you will be required to send a signed & dated copy of the packing slip to our Foundation via e-mail (procurementfoundation@firehousesubs.com<<mailto:procurementfoundation@firehousesubs.com>>) or fax (904) 886-2111<<tel:%28904%29%20886-2111>> (Please note: our accounting department requires this documentation prior to paying invoices) .

Our Foundation Team will draft a Memo of Understanding (MOU) for both parties to sign. Once signed and returned, the Foundation will send your organization a check directly.

- **PROOF OF DELIVERY/PAYMENT REQUIRED:** Once you purchase the items, you will be required to send us all invoice copies, proof of payment and packing slips, signed and dated to document delivery for auditing purposes. E-mail (procurementfoundation@firehousesubs.com<<mailto:procurementfoundation@firehousesubs.com>>) or fax (904) 886-2111<<tel:%28904%29%20886-2111>>.

The Foundation will be contacting you (within 10 weeks) to begin the procurement/fulfillment process. If you do not hear from our team within 10 weeks, please email procurementfoundation@firehousesubs.com<mailto:procurementfoundation@firehousesubs.com>.

ADDITIONAL NOTES:

- A dedication event/press event or other acknowledgement of the grant award may be planned after the grant fulfillment process is complete. Further details will be sent at that time.
- Any immediate media announcements from your organization regarding the grant award must be approved by our Foundation. Please draft a media announcement and send it to Firehousesubs@zimmerman.com<mailto:Firehousesubs@zimmerman.com> cc: Foundation@firehousesubs.com<mailto:Foundation@firehousesubs.com> for approval.
- We request that your organization acknowledges the grant by displaying our Foundation logo on granted items/equipment whenever possible. Our Foundation logo is attached for your convenience. Please note that the final artwork will need to be approved by our Foundation team before being displayed. We are very excited about being able to assist your organization and ultimately improve the life-saving capabilities of your community. We'll be in touch as we go through this process.

Warmest Regards,

Robin, Brady, Gina, Jackie, Meghan & Nancy Firehouse Subs Public Safety Foundation
foundation@firehousesubs.com<mailto:foundation@firehousesubs.com>

[FirehouseSubsFoundation.org](http://firehousesubsfoundation.org/)<http://firehousesubsfoundation.org/>

Twitter<<https://twitter.com/savinglives>> Facebook<<https://www.facebook.com/FirehouseSubsFoundation/>>

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