



Payment Voucher

Office:	BRB10 Barbados		
Voucher Number:	00021642	Date:	28/3/2013
Type:	Regular		
Invoice Reference:	SANDALS RESORT PAYMENT	Date:	28/3/2013
PO Reference:	0000008371	Date:	

Vendor ID:	0000000096
Name:	GOVERNMENT OF SAINT LUCIA
Address:	CASTRIES SAINT LUCIA

Payment Details

Action	Status	Payment ID	Method	Bank	Country	LC Amount	Cur	USD Amount
Schedule	Paid	0000049310	CHK	FIRSTCARIBBEAN INT BANK	BRB	24,604.54	BBD	12,302.27

Distribution Lines

Description: E) Media placement & fulfillme

Project	Activity	Impl Agency	Fund	Donor	Dept	Op Unit	Account	LC Amount	Cur	Rate	USD Amount
00083901	SAINTLUCIA	001981	30000	00220	52301	H21	74225	24,604.54	BBD	2.00	12,302.27

Received By _____

Signature _____

Date _____



*Barbados and
The OECS*

INTEROFFICE MEMORANDUM

To: Marlon Clarke
Project Officer

Date: 27 March 2013

From: Atiba Clarke
Programme Assistant

Ext 6008

File 00083901

Subject: Project ID 00083901 – Inclusive National Consultation Processes on the Post 2015 Development Agenda

I would like to request that you create a Purchase Order for the amount of US \$12,302.27 using line 6 of requisition #000002146 to process the payment. Attached are the invoice from Sandals Grande and a treasury receipt from the Government of ST. Lucia showing that they covered the outstanding cost and the payment should be made to that vendor profile.

Thank you and regards

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Pigeon Island Causeway
P. O. Box GI 2247
Gros Islet, St. Lucia. W.I
Tel: 758-455-2010
Fax: 758-455-2001
E-mail Address: naugustin@sgl.sandals.com



February 8, 2013

Ms. Mary Wilfred
Ministry of Finance, Economic Affairs, Planning and Social Security
7th Floor
Conway Business Centre
Castries

Via e-mail: marywilfred@gmail.com

Dear Ms. Wilfred,

Thank you for choosing Sandals Grande St. Lucian Spa & Beach Resort as the venue for hosting a Presentation and Cocktail Reception, slated for Monday, February 11th, 2013 for approximately Two Hundred [200] people.

Please see the Final Invoice for your perusal.

**Ministry of Finance, Economic Affairs, Planning and Social Security
Presentation & Cocktail Reception
William Jefferson Clinton Lounge, Courtyard & Ballroom
Two Hundred [200] Pax
Monday, February 11th, 2013**

William Jefferson Clinton Ballroom Rental EC\$ 5, 000.00

Cocktail Reception for Two Hundred [200] People EC\$13, 000.00
@ EC\$65.00 per person

Cocktail Reception Menu

Fresh Market Vegetables

With a fine Herb Dip

Hot Hors d'oeuvres

Vegetable Spring Roll

Jerked Chicken Wings

Virginia Ham and Spring Onion Quiche

Bbq Meat Balls

Tropical Fresh Fruit Platter

Activity Windows

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Invoice - CATERING

Remit to Information

Vendor Name: SANDALS GRAND ST LUCIA SPA & BEACH RESORT

Vendor Address: PIGEON ISLAND CAUSEWAY
GROS-ISLET
WI

Payment Detail

Payment Ref Nbr: 8001600	Clearance Date: 2/19/2013
Payment Date: 2/11/2013	Payment Status: Cleared
Payment Method: GNMER	Type of Payment: Check
Payment Currency: XCD	Invoice Currency: XCD
	Discount Taken: 0.00
	Discount Lost: 0.00
	Withholding Amt: 2,405.50
Net Payment Amt: 30,693.50	Total Invoice Amt: 33,099.00

**Ministry of Finance, Economic Affairs, Planning and Social Security
Presentation & Cocktail Reception
William Jefferson Clinton Lounge, Courtyard & Ballroom
Two Hundred [200] Pax
Monday, February 11th, 2013**

Limited Bar @ for Two Hundred [200] people @ EC\$20.00 per person Assorted Fruit Juice and Assorted Sodas 8:00PM – 9:00PM	EC\$ 4,000.00
Optional Extras	
[1] PA System & [2] Codeless Microphones	EC\$ 1,250.00
[1] LCD Projector	EC\$ 650.00
[1] 12' Projection Screen	EC\$ 850.00
Wireless Internet	EC\$ 300.00
Wait & Service Staff	EC\$ 3,000.00
Sub Total	EC\$28,050.00
10% Service Charge	EC\$ 2,805.00
8% Value Added Tax	<u>EC\$ 2,244.00</u>
Total	<u>EC\$33,099.00</u>

Guaranteed numbers for your function is confirmed for Two Hundred [200] people. Failure to meet this requirement will result in you being charged for your original figures. If your function exceeds the guaranteed numbers, you will be charged the difference. In the event your figures were to fall short of the guaranteed figures, you will be charged the guaranteed amount.

The full payment of the function billing in the amount of Thirty-three Thousand and Ninety-nine Eastern Caribbean Dollars is required on **Friday, February 08th, 2013** with the final guest count. A 10% Service Charge and 8% Value Added Tax has been applied. All payment arrangements must be made by either cash, via cashier's cheques or credit card. Please make cheques payable to: **Sandals Grande St. Lucian Spa & Beach Resort.**

Once again, thank you for choosing Sandals Grande St. Lucian Spa & Beach Resort. We look forward to the opportunity of hosting you and your guests for your upcoming special Reception.

Please feel free to contact me should you have any questions or concerns or require any further assistance.

Kind Regards,

Nadia Augustin
Resort Sales Manager
Sandals Grande St. Lucian Spa & Beach Resort
Pigeon Island Causeway