

Common Ground Alberta Community Cafe
#101 50 Brentwood Blvd., Sherwood Park, AB T8A 2H5
commongroundcommunitycafe@gmail.com

January 31, 2017

To the Strathcona County Council,

This letter outlines our request under the Priority Funding initiative. We are seeking funding to cover the cost of our recently completed food prep area protection system, a set of clear acrylic sneeze guards and their supporting framework.

Since our opening, Common Ground has sought to create an open environment where our customers and volunteers can interact freely. As such, we left our large food preparation counter open. Earlier this year it was brought to our attention, and then affirmed by our health inspector, that we should provide a better level of protection for the food prep process. We designed and had built a set of lightweight clear acrylic guards that could easily be removed and set aside by our volunteers. This is important because we wanted to keep the counter available for food service and other uses during events where food prep isn't happening. This may seem trivial, but we believe it is important to keep our space as open as possible, rather than walling off our volunteers in a back room.

This project was an unexpected expense, and we were not able to bring in sufficient income in 2016 to cover it. With the tight margins of a not for profit social enterprise, we are requesting funds to cover the cost as detailed below.

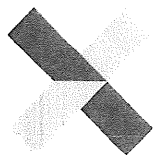
Sincerely,

Common Ground Alberta Community Cafe

Expenses for Common Ground community Cafe Sneeze guards

Date:

Amount: \$2120.61



SPECIAL
Metal Fabricating

15011 - 131 Avenue
Edmonton, AB
T5V 1S9
Tel: (780) 453-7074
Fax: (780) 454-0171
WEB: www.specialmetalfabricating.com

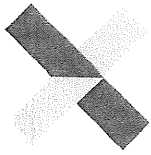
Invoice

Date	Invoice #
6/17/2016	25100

PAID
06/21/2016

P.O. No.	Rep		Terms	Project
	TG			13556
Description	Qty	U/M	Rate	Amount
50% Deposit - Counter sneeze guards	3		353.43333	1,060.30
Sales Tax Summary Total Tax 0.00 GST/HST No. 104892054 Interest will be charged at 2% per month on any unpaid balance after 30 days			Subtotal \$1,060.30 Sales Tax Total \$0.00 Total \$1,060.30 Payments/Credits -\$1,060.30 Balance Due \$0.00	





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Invoice

Date	Invoice #
9/6/2016	25311

PAID
09/06/2016

P.O. No.	Rep		Terms	Project
	TG		COD	13556
Description	Qty	U/M	Rate	Amount
Counter sneeze guards	3		319.77667	959.33
Sales Tax Summary GST@5.0% 100.98 Total Tax 100.98			Subtotal \$959.33 Sales Tax Total \$100.98 Total \$1,060.31 Payments/Credits -\$1,060.31 Balance Due \$0.00	
GST/HST No. 104892054 Interest will be charged at 2% per month on any unpaid balance after 30 days			