



**BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA**

OFFICE OF PURCHASING

213 PALAFOX PLACE - 2nd Floor, Pensacola, FL 32502
P.O. BOX 1591
PENSACOLA, FL 32591-1591
TELEPHONE (850)595-4980
(SUNCOM) 695-4980
TELEFAX (850) 595-4805
<http://www.myescambia.com/departments/purchasing>

CLAUDIA SIMMONS
Purchasing Manager

(Date)

(Contact Name)
(Company Name)
(Company Address)
(City, State, Zip)

Re: (Name of Project), PD XX-XX.XXX

Dear Ms/Mr. _____:

Enclosed is a County Warrant, in the amount of \$200.00, which represents a refund of the bid surety which accompanied your bid/proposal to Escambia County, Florida, for the above referenced subject.

Thank you for submitting a bid/proposal.

Sincerely,

Claudia Simmons
Purchasing Manager

CS/Initials:initials

Enclosure

(H:\PR\MAST_DOC\UniformContractVolI\StandfirmMemos,LettersforContractDistribution\Bid.Surety.Refund.Letter(8).doc)

Revised 3/1/08