
INTEROFFICE MEMORANDUM

TO: LONNY GRAFMAN, ENGR 215
FROM: TEAM ZANE-IACS
BRENDEN CHAVEZ, ANGEL ORTIZ, AMANDA RATCLIFF, CHRIS KOIER
SUBJECT: PROJECT RECIEPTS

DATE: 04/21/20

This is a memo to document expenses for the *Zane-iacs Lean With it Rock With It* project, a desalinator for Zane Middle School.

The following are the expenses to date:

Receipt source	Receipt date	Receipt total	Receipt notes		
Hensel's Ace	4/1/2020	\$18.64	Channel trim for condenser		
Hensel's Ace	4/1/2020	\$6.50	Glass Cutter		
Ace Willow Cree	4/18/2020	\$7.95	Locknut, Furnace Cement		
Total		\$33.09			

The trim and glass cutter were purchased for fabrication of the condenser dome. The locknuts are for the drain spout and the furnace cement is for adhering ceramic spacers to the heating element base to improve heat conduction to the evaporation area.

All current expenses have been paid for by Chris Koier and any reimbursement should be sent to:

Chris Koier

PO Box 1281

Willow Creek CA 95573