

## Fee Waiver Staff Report

**Date:** June 10, 2025  
**To:** Douglas County Board of County Commissioners  
**Through:** Douglas J. DeBord, County Manager  
**From:** Terence T. Quinn, AICP, Director of Community Development *TQ*  
**CC:** Steven Shoultz, CPRP, Assistant Director of Parks, Trails and Building Grounds  
**Subject:** **Fee Waiver Request in the amount of \$10,890 from Highlands Ranch Community Association and Highland Ranch Cultural Affairs Association for a July 4<sup>th</sup> Fireworks and Celebration at Highland Heritage Regional Park**

**OWNER:**  
DOUGLAS COUNTY  
100 THIRD STREET  
CASTLE ROCK, CO 80104

**REPRESENTATIVE:**  
SARAH MIRICK  
HIGHLANDS RANCH COMM ASSN.  
9568 S. UNIVERSITY BLVD  
HIGHLANDS RANCH, CO 80126

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**Board of County Commissioners Meeting:**

**June 24, 2025 @ 1:30 p.m.**

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**I. EXECUTIVE SUMMARY**

The Highlands Ranch Community Association (HRCA) and the Highlands Ranch Cultural Affairs Association (HRCAA) 501(c)(3) request a fee waiver in the amount of \$10,890 to host the annual July 4 Fireworks and Celebration at Highland Heritage Regional Park.

**II. BACKGROUND**

Douglas County has partnered with HRCA and HRCAA since 2016 on the annual July 4 Fireworks and Celebration. The event is free and open to the public. Highlands Ranch and Douglas County residents have enjoyed the event throughout the years. In addition, this will be the only firework show in Highlands Ranch on July 4, 2025. HRCA and HRCAA will ensure that all rules and regulations are followed.

**III. REQUEST**

The request is for a fee waiver in the amount of \$10,890 from HRCA and HRCAA for the use of Highland Heritage Regional Park to host the annual July 4 Fireworks and Celebration.

**IV. STAFF ASSESSMENT**

The Board of County Commissioners has the sole authority to waive or reduce all parks use fees and may choose to waive or reduce the event fee of \$10,890 for HRCA and HRCAA.

**ATTACHMENTS**

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# HIGHLANDS RANCH

COMMUNITY ASSOCIATION

June 10, 2025

Board of County Commissioners  
Douglas County Parks and Trails  
100 Third Street  
Castle Rock, CO 80104

Dear Board of County Commissioners,  
The Highlands Ranch Community Association respectfully requests a reduction in the park use fee for the July 4<sup>th</sup> fireworks.

Event	Date	Estimated Attendance
July 4 <sup>th</sup> Fireworks	7/4/25	8,000+

The total cost of park rental would be \$10,890 and we request a reduction to \$0. We value the partnership with Douglas County Parks and Trails. We are seeking this reduction because the events are self-operating and we will handle posting signage, participant safety, and clean up.

If you have any questions regarding this request, please contact me at 303-471-7048. I look forward to hearing from you.

Sarah Mirick  
Community Events Manager  
Highlands Ranch Community Association

[www.HRCAonline.org](http://www.HRCAonline.org)



## Pre-Invoice Confirmation

<b>Event Name:</b>	July 4th Fireworks	<b>Booking #:</b>	3886
<b>Event Status:</b>	BOOKED	<b>Contract #:</b>	
<b>Event Manager:</b>	Grandsard, Megan	<b>Account Manager:</b>	Grandsard, Megan
<b>Client Name:</b>	Highlands Ranch Community Association	<b>Contact:</b>	Mirick, Sarah
<b>Client Code:</b>		<b>Phone #:</b>	303-471-7048
<b>Address:</b>	9568 S. University Blvd., Highlands Ranch, CO 80126 USA	<b>Email Address:</b>	Sarah.Mirick@hrcaonline.org

### Thursday, July 03, 2025

#### Location: Grass Field D Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Amphitheater - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field B Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field C Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter A - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter B - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter C - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter D - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter E - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00



## Pre-Invoice Confirmation

**Thursday, July 03, 2025**

**Location: Shelter F - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter G - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter H - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Highland Heritage Regional Park Exercise Camp 2**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Synthetic Field A Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Synthetic Field E Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Synthetic Field F Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Entire Park - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Grass Area - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Trail Loop - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00



## Pre-Invoice Confirmation

### Friday, July 04, 2025

#### Location: Amphitheater - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field B Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field C Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field D Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter A - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter B - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter C - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter D - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter E - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter F - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter G - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	



## Pre-Invoice Confirmation

### Friday, July 04, 2025

8:00 AM-10:00 PM	July 4th Fireworks	\$0.00
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#### Location: Shelter H - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Synthetic Field A Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Synthetic Field E Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Synthetic Field F Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Entire Park - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$3,630.00

#### Location: Grass Area - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Trail Loop - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

### Saturday, July 05, 2025

#### Location: Amphitheater - Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field B Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field C Highland Heritage Regional Park

From - To	Description	Charge
Starts - Ends	Setup Type	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00



## Pre-Invoice Confirmation

**Saturday, July 05, 2025**

**Location: Grass Field D Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter A - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter B - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter C - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter D - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter E - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter F - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter G - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter H - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Synthetic Field A Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Synthetic Field E Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	





## Pre-Invoice Confirmation

### Saturday, July 05, 2025

8:00 AM-10:00 PM	July 4th Fireworks	\$0.00
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#### Location: Synthetic Field F Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Entire Park - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$3,630.00

#### Location: Grass Area - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Trail Loop - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

### Sunday, July 06, 2025

#### Location: Amphitheater - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field B Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field C Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field D Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter A - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter B - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00



## Pre-Invoice Confirmation

**Sunday, July 06, 2025**

**Location: Shelter C - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter D - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter E - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter F - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter G - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter H - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Synthetic Field A Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Synthetic Field E Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Synthetic Field F Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Entire Park - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$3,630.00

**Location: Grass Area - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	



## Pre-Invoice Confirmation

### Sunday, July 06, 2025

8:00 AM-10:00 PM	July 4th Fireworks	\$0.00
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#### Location: Trail Loop - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

### Monday, July 07, 2025

#### Location: Amphitheater - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field B Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field C Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Grass Field D Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter A - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter B - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter C - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter D - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

#### Location: Shelter E - Highland Heritage Regional Park

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00



## Pre-Invoice Confirmation

**Monday, July 07, 2025**

**Location: Shelter F - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter G - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Shelter H - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Synthetic Field A Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Synthetic Field E Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Synthetic Field F Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Entire Park - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Grass Area - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

**Location: Trail Loop - Highland Heritage Regional Park**

From - To	Description	Charge
<b>Starts - Ends</b>	<b>Setup Type</b>	
8:00 AM-10:00 PM	July 4th Fireworks	\$0.00

<b>P&amp;T Location:</b>	<b>\$10,890.00</b>
<b>Location Total:</b>	<b>\$10,890.00</b>
<b>Subtotal:</b>	<b>\$10,890.00</b>
<b>Total:</b>	<b>\$10,890.00</b>
<b>Payments/Credits:</b>	<b>\$0.00</b>
<b>Balance:</b>	<b>\$10,890.00</b>