



Alachua County Visitors and Convention Bureau

Jessica Hurov, CPM – Tourist Development Director
33 North Main Street, Gainesville, Florida 32601
Telephone: (352) 374-5260



August 1, 2024

MEMORANDUM

To: Mary Alford, Chair
Alachua County Board of County Commissioners

From: Jessica Hurov, Tourist Development Director 

Subject: Special Payment Request

In accordance with the Alachua County Purchasing Manual and F&A's Departmental Processing Handbook, we respectfully request your approval for payment of invoice 1105 for \$4,800 and 1106 for \$500 under Tourist Development account code 150.45.4510.552.48.00 for Mirador Studios for advertising and social media video production services as these services did not fall under the advertising exemption as originally thought.

Thank you for your consideration.