



# LUBBOCK COUNTY MEDICAL EXAMINER

Charles Addington, D.O.  
Chief Administrative Medical Examiner

To: Bambi Trevino

From: Dr. Charles Addington

RE: PURCHASE CARD USAGE FOR MEALS

Bambi,

We will start having committee meetings to discuss a potential new building for the ME office. While we are having these committee meetings I would like to have you use your purchasing card to obtain lunch for those involved. Please obtain the necessary approval to do so for the remainder of FY21 and for all of FY22.

Thank you,

A handwritten signature in black ink, appearing to be "Charles Addington", is written over the "Thank you," text.

Charles Addington, D.O.  
Chief Administrative ME