

# Monthly Expenditure Report



**Reporting Month: August 2018**

**Budget Fiscal Year: 2018-2019**

**NC Name: Woodland Hills-Warner  
Center Neighborhood Council**

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$41939.09	\$175.22	\$41763.87	\$0.00	\$0.00	\$41763.87

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$30750.00	\$175.22	\$30513.87	\$0.00	\$30513.87
Outreach		\$0.00		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$6000.00	\$0.00	\$6000.00	\$0.00	\$6000.00
Neighborhood Purpose Grants	\$5250.00	\$0.00	\$5250.00	\$0.00	\$5250.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$60.91	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	ARC 1 ACC	08/06/2018	(Credit card transaction)	General Operations Expenditure	Office	\$126.09
2	VZWRLSS APOCC VISB	08/12/2018	(Credit card transaction)	General Operations Expenditure	Office	\$34.13
3	GRASSHOPPER.COM	08/13/2018	(Credit card transaction)	General Operations Expenditure	Office	\$15.00
<b>Subtotal:</b>						<b>\$175.22</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
<b>Subtotal: Outstanding</b>						<b>\$0.00</b>





**ARC Document Solutions, LLC**  
 345 Clinton St, Costa Mesa, CA 92626  
 Federal Tax ID: 74-6036592

**INVOICE NO. 9773121**

**INVOICE DATE 07/12/18**

**WORK ORDER# P3456952**

**SOLD TO:** Cust# 417515  
 Woodland Hills Warner Center Neighborhood  
 20929 Ventura Blvd., Ste. 47-535  
 Woodland Hills, CA 91364

**SHIP TO:** Cust# 408014  
 WILL CALL/WAITER - WOODLAND HILLS  
 21044 VENTURA BLVD  
 WOODLAND HILLS, CA 91367

**DUE: 07/05/18 at 05:20PM**

<b>CONTACT</b> lauren/COFFMAN DESIGN		<b>PHONE</b> 818-980-9989	<b>PURCHASE ORDER#</b> <b>PLUM Comm Rpts &amp; Min</b>	<b>SALES REP</b> Mary Schafer
<b>JOB#</b>	<b>JOB NAME</b> NC	<b>BILLER</b> sara pichette		<b>LOC</b> 506

OP CODE	DESCRIPTION	TAX	LOC	NO. OF ORIGINALS	COPIES	SIZE	TOTAL QTY	UM	UNIT PRICE	AMOUNT
2516	Digital Color Prints 8.5x11 - First Set	T	506	4	1		4	EA		3.80
2500	Color Copies 8.5x11	T	506	4	13		52	EA		49.40
1900	BW Copies 8.5X11	T	506	6	14		84	EA		7.98
1935	Multiple PDF	T	506	1	1		1	EA		0.53
1945	Staple	T	506	1	28		28	EA		4.20
8522	Set Up	NT	506	1	1		1	EA		0.00

**For Billing Inquiries, please contact your local branch at (818) 224-3557**  
**For Account Inquiries and Payment Information, please call Aileen Wilson at 626-463-2236**

<b>SUB TOTAL</b>	65.91	<b>DISCOUNT</b>		<b>SALES TAX</b>	6.26	<b>TOTAL</b>	72.17	<b>DEPOSIT</b>		<b>BALANCE DUE</b>	72.17
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**TERMS: Net 30 Days**

Please Remit To: ARC Document Solutions, LLC 345 Clinton St. Costa Mesa, CA 92626

Invoices undisputed for 45 days are final.  
 3456952



**ARC Document Solutions, LLC**  
 345 Clinton St, Costa Mesa, CA 92626  
 Federal Tax ID: 74-6036592

**INVOICE NO. 9779871**

**INVOICE DATE 07/17/18**

**WORK ORDER# P3462925**

**SOLD TO:** Cust# 417515  
 Woodland Hills Warner Center Neighborhood  
 20929 Ventura Blvd., Ste. 47-535  
 Woodland Hills, CA 91364

**SHIP TO:** Cust# 408014  
 WILL CALL/WAITER - WOODLAND HILLS  
 21044 VENTURA BLVD  
 WOODLAND HILLS, CA 91367

**DUE: 07/11/18 at 05:04PM**

CONTACT Lauren Coffman/Woodland Hills Warner	PHONE 818.312.5601	PURCHASE ORDER#	SALES REP Mary Schafer
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JOB#	JOB NAME Stretch Motion	BILLER Jeff Wolkov	LOC 506
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OP CODE	DESCRIPTION	TAX	LOC	NO. OF ORIGINALS	COPIES	SIZE	TOTAL QTY	UM	UNIT PRICE	AMOUNT
2516	Digital Color Prints 8.5x11 - First Set	T	506	4	1		4	EA		3.80
2500	Color Copies 8.5x11	T	506	4	11		44	EA		41.80
1900	BW Copies 8.5X11	T	506	12	2		24	EA		2.28
1935	Multiple PDF	T	506	2	1		2	EA		1.06
1945	Staple	T	506	2	1		2	EA		0.30
8522	Set Up	NT	506	1	1		1	EA		0.00

**For Billing Inquiries, please contact your local branch at (818) 224-3557**  
**For Account Inquiries and Payment Information, please call Aileen Wilson at 626-463-2236**

SUB TOTAL	DISCOUNT	SALES TAX	TOTAL	DEPOSIT	BALANCE DUE
49.24		4.68	53.92		53.92

**TERMS: Net 30 Days**

Please Remit To: ARC Document Solutions, LLC 345 Clinton St. Costa Mesa, CA 92626

Invoices undisputed for 45 days are final.  
 3462925

PO BOX 4005  
ACWORTH, GA 30101-9006

Manage Your Account	Account Number	Date Due
<a href="http://www.vzw.com/mybusinessaccount">www.vzw.com/mybusinessaccount</a>	842044446-00001	08/15/18
Change your address at <a href="http://sso.verizonenterprise.com">http://sso.verizonenterprise.com</a>	Invoice Number	9811563956

KEYLINE  
/91364 7/

WOODLAND HILLS WARNER CENTER N  
20929 VENTURA BOULEVARD  
SUITE 47-535  
WOODLAND HILLS, CA 91364

## Quick Bill Summary

Jun 24 - Jul 23

Previous Balance (see back for details)	-\$3.88
No Payment Received	\$0.00
<b>Credit Balance</b>	<b>-\$3.88</b>
Monthly Charges	\$37.99
Usage and Purchase Charges	
Data	\$0.00
Surcharges and Other Charges & Credits	\$0.02
Taxes, Governmental Surcharges & Fees	\$0.00
<b>Total Current Charges</b>	<b>\$38.01</b>

**Total Charges Due by August 15, 2018** **\$34.13**

Pay from phone	Pay on the Web	Questions:
#PMT (#768)	At <a href="http://vzw.com/mybusinessaccount">vzw.com/mybusinessaccount</a>	1.800.922.0204 or *611 from your phone

Bill Date July 23, 2018  
Account Number 842044446-00001  
Invoice Number 9811563956

## Total Amount Due

Will be submitted to credit card on 08/12/18  
DO NOT MAIL PAYMENT

\$34.13

WOODLAND HILLS WARNER CENTER N  
20929 VENTURA BOULEVARD  
SUITE 47-535  
WOODLAND HILLS, CA 91364

PO BOX 660108  
DALLAS, TX 75266-0108

/7526601085/

98115639560108420444460000100000003801000000034132

Get Minutes Used	Get Data Used	Get Balance
#MIN + SEND	#DATA + SEND	#BAL + SEND

### Payments

<b>Previous Balance</b>	<b>-\$3.88</b>
<b>No Payment Received</b>	
<b>Total Payments</b>	<b>\$0.00</b>
<b>Credit Balance</b>	<b>-\$3.88</b>

Total Amount Due will be submitted to your card provider on 08/12/18

Written notations included with or on your payment will not be reviewed or honored. Please send correspondence to:  
**Verizon Wireless Attn: Correspondence Team P.O. Box 408 Newark, NJ 07101-0408**

Automatic Payment Enrollment for Account: 842044446-00001 WOODLAND HILLS WARNER CENTER N

By signing below, you authorize Verizon Wireless to electronically debit your bank account each month for the total balance due on your account. The check you send will be used to setup Automatic Payment. You will be notified each month of the date and amount of the debit 10 days in advance of the payment. You agree to receive all Auto Pay related communications electronically. I understand and accept these terms. This agreement does not alter the terms of your existing Customer Agreement. I agree that Verizon Wireless is not liable for erroneous bill statements or incorrect debits to my account. To withdraw your authorization you must call Verizon Wireless. Check with your bank for any charges.

1. Check this box.
2. Sign name in box below, as shown on the bill and date.
3. Return this slip with your payment. Do not send a voided check.



# Overview of Lines

Invoice Number 9811563956 Account Number 842044446-00001 Date Due 08/15/18 Page 3 of 5

Lines Charges	Page Number	Monthly Charges	Usage and Purchase Charges	Equipment Charges	Surcharges and Credits	Taxes, Governmental and Fees	Third-Party Charges (includes Tax)	Total Charges	Voice Plan Usage	Messaging Usage	Data Usage	Voice Roaming	Messaging Roaming	Data Roaming
213-817-2061 Peter Fletcher	4	\$37.99	---	---	\$0.02	\$0.00	---	\$38.01	---	---	169.527GB	---	---	---
<b>Total Current Charges</b>		<b>\$37.99</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.02</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$38.01</b>						

**Summary for Peter Fletcher: 213-817-2061**

**Your Plan**

**Mobile Broadband Unlimited**

\$37.99 monthly charge  
 \$.25 per minute

**MBB Unlimited**

Unlimited monthly gigabyte

Have more questions about your charges?  
 Get details for usage charges at  
[www.vzw.com/mybusinessaccount](http://www.vzw.com/mybusinessaccount).

**Monthly Charges**

Mobile Broadband Unlimited	07/24 – 08/23	37.99
		<b>\$37.99</b>

**Usage and Purchase Charges**

Data	Allowance	Used	Billable	Cost
Gigabyte Usage	gigabytes	unlimited	169.527	--
Total Data				\$.00

**Total Usage and Purchase Charges** **\$.00**

**Surcharges**

Regulatory Charge	.02
<b>\$.02</b>	

**Total Current Charges for 213-817-2061** **\$38.01**





Account Information

WHWCNC  
Peter Fletcher  
20929 Ventura Boulevard  
Woodland Hills, CA 91364, US

Bill Date: 08/12/18  
Usage Period: 07/12/18 - 08/12/18

Charges Summary

Previous Invoice Amount: ..... \$30.07

Current Charges: .....  
Recurring Charges ..... \$22.00  
Non-Recurring Charges ..... \$0.00  
Usage Charges ..... \$1.91  
Taxes & Surcharges ..... \$3.84  
Federal USF ..... \$0.10  
**Total Charges: ..... \$27.85**  
Debits & Credits ..... \$0.00  
Payments ..... \$15.00  
**Balance Due:..... \$0.00**

Grasshopper News

At Grasshopper, we know that entrepreneurs just like you can change the world, one small business at a time.  
  
That's why we started the Entrepreneur Movement. Watch the video at [grasshopper.com/idea](http://grasshopper.com/idea) and tell everyone you know about Grasshopper.

Partner Offers



**Detail of Current Charges**

Payments & Credits		
Date	Detail	Payment/Credit
08/12/18	Monthly Payment, Paid on Master Card ending in 5916 .....	\$15.00
<b>Total Payments &amp; Credits:</b>		<b>\$15.00</b>

Recurring Charges		
Current Period		
Pay As You Grow Plan, 08/12/18 - 09/12/18 .....	\$12.00	
Voicemail Transcription, 08/12/18 - 09/12/18 .....	\$10.00	
<b>Total Recurring Charges:</b>		<b>\$22.00</b>

Minute Charges Summary					
Type	Included	Used	Overage	Rate	Charge
Domestic	0 minutes	31.9	31.9 minutes	0.060	\$1.91
<b>Total Minute Charges:</b>					<b>\$1.91</b>

Taxes & Surcharges		
Type	Detail	Charge
Tax	Utility Users Tax .....	\$0.08
Tax	Universal Lifeline Telephone Service Charge .....	\$0.01
Surcharge	Regulatory Recovery Fee .....	\$3.75
<b>Total Taxes &amp; Surcharges:</b>		<b>\$3.84</b>

Federal Universal Service Fund		
Type	Detail	Charge
Surcharge	Fed Universal Service Fund .....	\$0.10
<b>Total Federal USF Contributions:</b>		<b>\$0.10</b>

**Summary of Minute Charges**

By Number		
Number	Total Minutes	
+18186399444	31.9	
<b>Total Minutes Used:</b>		<b>31.9</b>

**Explanation of Terms**

**Domestic:** Calls that are placed inside the United States and its provinces.

**Off Shore:** Calls placed outside of U.S. borders.

**International:** Calls placed from a country other than the U.S.

**Federal Universal Service Fund** The USF contribution factor established by the Federal Communications Commission is applicable to telecommunications services and is adjusted by the FCC every calendar quarter.

**Voice Over:** Use of voice talents for recording of main greeting or extensions.

**Bonus Minutes:** Extra minutes that are credited to your account.

**Set Up Support:** Help setting up your account and customizing your features.