



Letterbox

INVOICE

Dates Work Completed:

Letterbox Sign Design

2804 Heather Way

Forest Grove, Oregon 97116

United States

9712942392

www.letterboxsigndesign.com

BILL TO

Bender Signs

Wes Hart

252-631-5144

berry@benderbranding.com

Invoice Number: 251207

Invoice Date: December 22, 2025

Payment Due: December 22, 2025

Amount Due (USD): \$9,611.25

[Pay Securely Online](#)

Service	Amount
Job Name: Port 32 PO #: 37879 Version(s): 3.0 Total Time: 2.75	\$151.25
Job Name: Goshen Medical PO #: 38208 Version(s): 1.0 Total Time: 5.5	\$302.50
Job Name: Pamlico Library PO #: 38073 Version(s): 1.0 Total Time: 3	\$165.00
Job Name: Remax River City PO #: 37961 Version(s): 1.0 - 2.0 Total Time: 5.75	\$316.25
Job Name: Goshen Medical Center - New Bern PO #: 36574 Version(s): 4.0 / Production Total Time: 2.5	\$137.50
Job Name: Coastal Lighting Gallery PO #: 37956 Version(s): 1.0 - 5.0 Total Time: 6.75	\$371.25
Job Name: Bogue Inlet Pier Overhead Sign PO #: 36452	\$275.00



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Service	Amount
Version(s): 4.0 - 5.1 + Production Total Time: 5	
Job Name: Green Wilson & Styron PO #: No PO - Wes Version(s): 1.0 + Production Total Time: 1.25	\$68.75
Job Name: MCCS Commanding General House Sign PO #: Version(s): 2.0 - 6.0 + Production Total Time: 4.25	\$233.75
Job Name: Swansboro High School Athletic Complex PO #: 38237 Version(s): 2.0 + Production Total Time: 1.75	\$96.25
Job Name: Burkett Welding Services PO #: 38338 Version(s): 1.0 - 3.0 Total Time: 4	\$220.00
Job Name: MCCS Boy Scouts, Girls Scouts Illuminated Sign PO #: 38501 Version(s): 1.0 - 2.0 + Production Total Time: 3.5	\$192.50
Job Name: 21CS PO #: 38329 Version(s): 1.0 Total Time: 6.25	\$343.75
Job Name: East Coast Hearing - Carteret County PO #: 37054 Version(s): 5.0 - 6.0 Total Time: 2.5	\$137.50
Job Name: Craven County Nature Park	\$96.25



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Service	Amount
PO #: 39172 Version(s): 1.0 Total Time: 1.75	
Job Name: Edward Jones, Kinston PO #: 37957 Version(s): 1.0-2.0 + Production Total Time: 3.5	\$192.50
Job Name: John Comer's Cove PO #: 38167 Version(s): 1.0 - 6.0 + Production Total Time: 8.25	\$453.75
Job Name: 21CS Parking Signs PO #: 38694 Version(s): 1.0 - 6.0 + Production Total Time: 4.25	\$233.75
Job Name: Back Home Butcher PO #: 38834 Version(s): 1.0 Total Time: 3	\$165.00
Job Name: Johnson Blvd. Plaza PO #: 38604 Version(s): 1.0 - 3.0 + Production Total Time: 3.25	\$178.75
Job Name: Riverdale United Methodist Church PO #: 38455 Version(s): 1.0 - 3.0 Total Time: 4	\$220.00
Job Name: Neuse Sport Shop - The Villager PO #: 38830 Version(s): 1.0 - 5.0 + Production Total Time: 5.5	\$302.50



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Service	Amount
Job Name: Piggly Wiggly Greensboro PO #: 37715 Version(s): 2.0 + Production Total Time: 1.75	\$96.25
Job Name: NC Storage (SunCoast Homes & Development) PO #: 38719 Version(s): 1.0 - 3.0 Total Time: 8.5	\$467.50
Job Name: The Storage Depot PO #: 39621 Version(s): 1.0 Total Time: 2.25	\$123.75
Job Name: Summit Law Group PO #: 39477 Version(s): 1.0 - 3.0 + Production Total Time: 3	\$165.00
Job Name: Neuse Sport Shop Interior Snack Bar Signs PO #: 38897 Version(s): 1.0 - 1.1 + Production Total Time: 12.5	\$687.50
Job Name: Kinston First Pentecostal Holiness Church PO #: 37714 Version(s): 2.0 - 7.0 Total Time: 6.5	\$357.50
Job Name: MCAS Starbase PO #: 36996 Version(s): 6.0 + Production Total Time: 2	\$110.00
Job Name: First Baptist Church Morehead PO #: 37598 Version(s): 1.0 - 3.0	\$192.50



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Service	Amount
Total Time: 3.5	
Job Name: New Bern High School Main Sign With LED Display PO #: 39620 Version(s): 1.0 Total Time: 6.75	\$371.25
Job Name: Scoops PO #: 39853 Version(s): 1.0 Total Time: 2	\$110.00
Job Name: Supercuts - Wilmington PO #: 39923 Version(s): 1.0 Total Time: 3.25	\$178.75
Job Name: Neuse Sport Shop - Morehead City PO #: 39914 Version(s): 1.0 Total Time: 7.25	\$398.75
Job Name: Carteret Health Care Oncology Exterior Signs PO #: 38882 Version(s): 1.0 - 2.0 Total Time: 13.5	\$742.50
Job Name: Crystal Coast Church of the Nazarene PO #: 38416 Version(s): 1.0 - 5.0 + Production Total Time: 6.5	\$357.50
Job Name: Stop & Go PO #: 40253 Version(s): 1.0 Total Time: 2.5	\$137.50
Job Name: Independent Living Home Care Agency PO #: 40519	\$96.25



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Service	Amount
Version(s): 1.0	
Total Time: 1.75	
Job Name: Salem Baptist Church	\$165.00
PO #: 39930	
Version(s): 1.0 - 2.0	
Total Time: 3	
	Total: \$9,611.25

Amount Due (USD): \$9,611.25

Pay Securely Online



link.waveapps.com/s7tsdp-5wbwnh

Notes / Terms

1. Payment:

Payment is due upon receipt of invoice by credit card or EFT/e-check. A 1.5% monthly service charge applies to any balance not paid within 15 days.

2. Default:

Client is responsible for all collection and legal fees resulting from nonpayment.

3. Revisions:

Client will be billed for any changes requested beyond the original scope. No charge will be made for revisions required to meet the agreed project description.

4. Cancellation:

If a project is canceled, Letterbox Sign Design (LBSD) retains ownership of all artwork and copyrights. Client will pay for work completed and any expenses incurred up to the cancellation date.

5. Artwork Ownership:



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All original and preliminary artwork remains the property of LBSD unless otherwise agreed in writing (e.g., under a separate NDA).

6. Modifications:

Any changes to these terms must be in writing. However, verbally authorized work necessary to maintain project progress may be added to the invoice.

7. Warranty of Originality:

LBSD warrants that all work is original and free to use to the best of its knowledge. This warranty does not cover unauthorized uses by the Client. Client agrees to hold LBSD harmless from any claims arising from such uses.

8. Limitation of Liability:

LBSD is not liable for indirect, incidental, or consequential damages. Total liability shall not exceed fees paid by the Client. Client is responsible for compliance with applicable laws and for ensuring that any trademarks or content provided do not infringe third-party rights.

We cannot thank you enough for supporting our small business - Michael, Lila, and the Letterbox Team