

12886

Bank of America
ACH R/T 02120033955-33/212 NJ
356

URBAN LEAGUE OF ESSEX CTY
ULEC GENERAL OPERATING ACCT
 508 CENTRAL AVE
 NEWARK, NJ 07107-1430

01/02/2020

PAY TO THE ORDER OF	Center for Transformative Work	\$ **648.00
Six hundred forty-eight and 00/100***** DOLLARS		
Center for Transformative Work 100 Hamilton Plaza Suite 101 Paterson, NJ 07505		
MEMO	451 USJP - Rent for January 2020	
 <small>AUTHORIZED SIGNATURE</small>		
12886 1021200339100023800397310		

URBAN LEAGUE OF ESSEX CTY		GENERAL OPERATING ACCT			12886
01/02/2020	Center for Transformative Work				
Date	Type	Reference	Original Amount	Balance Due	Payment
01/01/2020	Bill	2027	648.00	648.00	648.00
			Check Amount		648.00

1010 Cash:Checking	451 USJP - Rent for January 2020	648.00
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CHECK REQUEST FORM

451 URBAN SENIORS JOB PROGRAM (USJP)

INVOICE DATE: 01/01/20 REQUESTED BY: Gwen Morris PERIOD COVERED: Jan-20
 PAYABLE TO: Center for Transformative Work, Inc. AMOUNT: \$648.00 v
 DESCRIPTION: Office space for Passaic County

GL CODES:

- 7222 SALARIES & WAGES
- 7120 FRINGE BENEFITS - INCLUDING FICA
- 7540 INSTRUCTORS/CONSULTANTS/SUBS
- 7550 INTERNSHIPS & OJT
- 7560 PROFESSIONAL FEES - OTHER
- 7570 TEMPORARY HELP/CONTRACT
- 7580 DONATED PROFESSIONAL SERVICES
- 8110 SUPPLIES
- 8120 DONATED MATERIALS & SUPPLIES
- 8140 POSTAGE & SHIPPING
- 8160 COMPUTER SOFTWARE & HARDWARE
- 8170 PRINTING & COPYING
- 8180 BOOKS, SUBSCRIPTIONS, REFERENCE
- X 8205 RENT
- 8310 TRANSPORTATION & PARKING

GL CODES:

- 8310 STAFF TRANSPORTATION
- 8320 MEALS
- 8340 AIRFARE
- 8350 CONFERENCE, CONVENTIONS, MEETINGS
- 8415 COMMUNITY SERVICE PROJECT
- 8430 JOB TRAINING
- 8435 GED & ABE CLASSES
- 8440 MENTORING
- 8445 FOOD & RELATED SUPPLIES
- 8450 PROGRAM TRAINING
- 8460 STIPENDS & ASSISTANCE
- 8470 FOOD FOR CLASSES
- 8510 INTEREST EXPENSE - GENERAL
- 8520 INSURANCE - NON EMPLOYMENT RELATED
- 8540 STAFF DEVELOPMENT/TRAINING
- 8570 ADVERTISING/MARKETING EXP
- 8580 LICENSES & FEES

PROGRAM DIRECTOR'S APPROVAL Gwen MorrisDATE: 12/23/2019

FINANCE APPROVAL PROCESS:

INVOICE/SUPPORTING DOCS ATTACHED: YES NOVERIFIABLE INITIAL: AMDATE: 12/29/19

FISCAL OFFICE APPROVAL _____

CLASS CODE: 451PRESIDENT/CEO'S APPROVAL VJCHECK #: 12886

Center for Transformative Work, Inc
100 Hamilton Plaza
Suite 101, Box 13
Paterson, NJ 07505 US
(973) 587-8755

INVOICE

BILL TO

Gwen Morris
Urban League of Essex
County
508 Central Avenue
Newark, NJ 07107

INVOICE # 2027**DATE 01/01/2020****DUE DATE 01/01/2020**

ACTIVITY	QTY	RATE	AMOUNT
License Fee:Dedicated Private Office Monthly license agreement for use of office space (update Nov 2019)	1	549.00	549.00
License Fee:Floating Desk/Part-Time Shared Monthly license agreement for use of dedicated workspace	1	99.00	99.00
BALANCE DUE			\$648.00