

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

BANK OF AMERICA, NA
55-33/212

13001

02/27/2020

PAY TO THE
ORDER OF

Patricia P Mise

\$

**2,450.00

DOLLARS

Two thousand four hundred fifty and 00/100*****

PROTECTED AGAINST FRAUD

Patricia Mise



Vivian Cox Jase

MEMO

950 - Allocated 02/13/20 - 02/26/20

13001 0212003391 000238003973

URBAN LEAGUE OF ESSEX COUNTY

13001

02/27/2020 Patricia P Mise

Date	Type	Reference	Original Amount	Balance Due	Payment
02/26/2020	Bill	20200202	2,450.00	2,450.00	2,450.00
Check Amount					

1010 Cash:Checking 950 - Allocated 02/13/20 - 02/26/20 2,450.00

URBAN LEAGUE OF ESSEX COUNTY

13001

02/27/2020 Patricia P Mise

Date	Type	Reference	Original Amount	Balance Due	Payment
02/26/2020	Bill	20200202	2,450.00	2,450.00	2,450.00
Check Amount					

PAYMENT
RECORD

1010 Cash:Checking 950 - Allocated 02/13/20 - 02/26/20

2,450.00



100811



Rev 2/1

ULEC CHECK REQUEST FORM

INVOICE DATE: 2/26/2020 REQUESTED BY PATRICIA MISE PERIOD: 02/13/20 - 02/26/20

PAYABLE TO: PATRICIA MISE AMOUNT: \$ 2,450.00

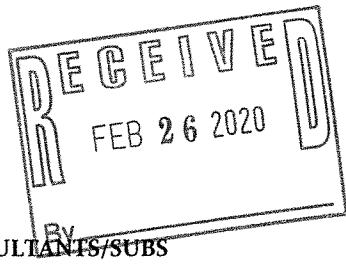
INVOICE # 20200202 BUDGET AVAILABLE: YES NO: DUE DATE: 2/28/2020

COMMENTS: _____

COST CENTER:

X 950 ALLOCATED EXP

ENTERED
2/26/20 *[Signature]*



GL CODES:

- 1420 PREPAID EXPENSES
- 7510 FUNDRAISING FEES
- X 7520 ACCOUNTING FEES
- 7540 INSTRUCTORS/CONSULTANTS/SUBS
- 7560 PROFESSIONAL FEES - OTHER
- 7570 TEMPORARY HELP/CONTRACT
- 8110 SUPPLIES
- 8130 TELEPHONE & COMMUNICATIONS
- 8131 TELEPHONE MAINTENANCE CONTRACT
- 8132 CELL PHONE SERVICE
- 8133 VERIZON
- 8134 OPTIMUM
- 8140 POSTAGE & SHIPPING
- 8160 COMPUTER SOFTWARE & HARDWARE
- 8170 PRINTING & COPYING
- 8180 BOOKS, SUBSCRIPTIONS, REFERENCE
- 8190 INTERNET/WEB HOSTING FEES
- 8205 RENT, PARKING & OTHER OCCUPANCY
- 8210 UTILITIES
- 8211 UTILITIES WATER
- 8220 EQUIPMENT RENTAL, REPAIR & MAINTENANCE
- 8221 COPIER LEASE
- 8227 EQUIPMENT RENTAL

GL CODES:

- 8250 MORTGAGE INTEREST EXPENSE
- 8260 PROPERTY INSURANCE
- 8310 TRANSPORTATION & PARKING
- 8320 MEALS
- 8340 AIRFARE
- 8350 CONFERENCE, CONVENTIONS, MEETINGS
- 8405 CLASSROOM MATERIALS & SUPPLIES
- 8410 CLASSROOM TECHNOLOGY
- 8415 COMMUNITY SERVICE PROJECT
- 8420 TUTORING
- 8430 JOB TRAINING
- 8435 GED & ABE CLASSES
- 8440 MENTORING
- 8445 FOOD & RELATED SUPPLIES
- 8450 PROGRAM TRAINING
- 8455 SUBSIDY/RENTAL ASSISTANCE
- 8460 STIPENDS & ASSISTANCE
- 8470 FOOD FOR CLASSES
- 8510 INTEREST EXPENSE - GENERAL
- 8520 INSURANCE - NON EMPLOYMENT RELATED
- 8525 SPECIAL EVENT EXPENSES
- 8530 MEMBERSHIP DUES - ORGANIZATIONS
- 8540 STAFF DEVELOPMENT/TRAINING

PROGRAM DIRECTOR'S APPROVAL _____ DATE: _____

FINANCE APPROVAL PROCESS: _____

INVOICE/SUPPORTING DOCS ATTACHED: YES NO A/P INITIAL: PP DATE: 2/26/20

FISCAL OFFICE APPROVAL: _____ CLASS CODE 950

PRESIDENT/CEO'S APPROVAL _____ CHECK # 13001

Patricia Mise

Invoice Date 2/26/2020

Invoice Number 20200202

Bill To:

Finance Department
Urban League of Essex County
508 Central Avenue
Newark, NJ 07107
(973)-624-9535

DESCRIPTION	# OF HOURS	RATE	AMOUNT
Billing for 02/13/20 - 02/26/20	70.00	\$ 35	\$ 2,450.00
A/P		15.00	
Banking		13.00	
Payroll & HR		13.00	
Grant Reports		10.00	
Credit Card Transactions		5.00	
Floyd Project		15.00	
Training		20.00	
Total Hours	91.00		
Total		\$ 2,450.00	