

# ULEC CHECK REQUEST FORM

INVOICE DATE: 3/10/2020 PREPARED BY: Roger Rucks PERIOD COVERED: 3/1/2020

PAYABLE TO: CIT AMOUNT: \$167.66

INVOICE # 35080416 BUDGET AVAILABLE: YES NO: DUE DATE: 3/30/2020

COMMENTS: 900-0286310-000

<b>COST CENTERS:</b>	<b>COST CENTERS:</b>	<b>COST CENTERS:</b>	<b>COST CENTERS:</b>
<u>041 SOCIAL ENTERPRISE</u>	<u>334 NRTC 2018</u>	<u>543 UNITED WAY</u>	<u>573 VITA TAX</u>
<u>111 ABBOTT</u>	<u>334E THRIFTWORKS-NI</u>	<u>552 ESG RENTAL ASST</u>	<u>580 CAPITAL ONE HOUSING</u>
<u>112 EHS-LEAGUERS</u>	<u>334F FOC NRTC</u>	<u>560 CAPITAL 1 SAVE UP</u>	<u>600 ADMIN</u>
<u>221 YOUTH</u>	<u>334H HOUSING NRTC</u>	<u>561 LISC-HUD FOC</u>	<u>610 CEO</u>
<u>222 DYFS - LIFE SKILLS</u>	<u>335 NRTC 2019</u>	<u>564 NUL - PRFC</u>	<u>X 620 CFO</u>
<u>223 OIC of America</u>	<u>368 WF NEIGH REVIT</u>	<u>564A NUL WELLS FARGO</u>	<u>640 DEVELOPMENT</u>
<u>224 RYN</u>	<u>339 ULEC OPPORT COR</u>	<u>565 HOUSING COUNSELING</u>	<u>650 FACILITIES</u>
<u>225 AMERICORPS</u>	<u>451 USJP</u>	<u>563 FOC -CAPITAL ONE</u>	<u>710 ANNUAL GALA</u>
<u>331 NRTC 2016</u>	<u>460 IHOP - FDU</u>	<u>567 FOC -CHASE</u>	<u>760 ULEC CENTENNIAL</u>
<u>332 CITY HOME GRANT</u>	<u>467 WORKFORCE UN-A</u>	<u>570 FIN OPPT CTR-OTHER</u>	<u>950 ALLOCATED EXP</u>

<b>GL CODES:</b>	<b>GL CODES:</b>
<u>1420 PREPAID EXPENSES</u>	<u>8250 MORTGAGE INTEREST EXPENSE</u>
<u>7510 FUNDRAISING FEES</u>	<u>8260 PROPERTY INSURANCE</u>
<u>7520 ACCOUNTING FEES</u>	<u>8310 TRANSPORTATION &amp; PARKING</u>
<u>7540 INSTRUCTORS/CONSULTANTS/SUBS</u>	<u>8320 MEALS</u>
<u>7560 PROFESSIONAL FEES - OTHER</u>	<u>8340 AIRFARE</u>
<u>7570 TEMPORARY HELP/CONTRACT</u>	<u>8350 CONFERENCE, CONVENTIONS, MEETINGS</u>
<u>8110 SUPPLIES</u>	<u>8405 CLASSROOM MATERIALS &amp; SUPPLIES</u>
<u>8130 TELEPHONE &amp; COMMUNICATIONS</u>	<u>8410 CLASSROOM TECHNOLOGY</u>
<u>8131 TELEPHONE MAINTENANCE CONTRACT</u>	<u>8415 COMMUNITY SERVICE PROJECT</u>
<u>8160 COMPUTER SOFTWARE &amp; HARDWARE</u>	<u>8445 FOOD &amp; RELATED SUPPLIES</u>
<u>8170 PRINTING &amp; COPYING</u>	<u>8450 PROGRAM TRAINING</u>
<u>8180 BOOKS, SUBSCRIPTIONS, REFERENCE</u>	<u>8455 SUBSIDY/RENTAL ASSISTANCE</u>
<u>8190 INTERNET/WEB HOSTING FEES</u>	<u>8460 STIPENDS &amp; ASSISTANCE</u>
<u>8205 RENT, PARKING &amp; OTHER OCCUPANCY</u>	<u>8470 FOOD FOR CLASSES</u>
<u>8210 UTILITIES</u>	<u>8510 INTEREST EXPENSE - GENERAL</u>
<u>8211 UTILITIES WATER</u>	<u>8520 INSURANCE - NON EMPLOYMENT RELATED</u>
<u>8220 EQUIPMENT RENTAL, REPAIR &amp; MAINTENANCE</u>	<u>8525 SPECIAL EVENT EXPENSES</u>
<u>X 8221 COPIER LEASE</u>	<u>8530 MEMBERSHIP DUES - ORGANIZATIONS</u>
<u>8227 EQUIPMENT RENTAL</u>	<u>8540 STAFF DEVELOPMENT/TRAINING</u>

PROGRAM DIRECTOR'S APPROVAL \_\_\_\_\_ DATE: \_\_\_\_\_

## FINANCE APPROVAL PROCESS:

INVOICE/SUPPORTING DOCS ATTACHED: YES NO: A/P INITIAL: [Signature] DATE: 3/12/20

FISCAL OFFICE APPROVAL: \_\_\_\_\_ CLASS CODE 620

PRESIDENT/CEO'S APPROVAL \_\_\_\_\_ CHECK # \_\_\_\_\_



Invoice Total	167.66
Due Date	03/30/2020



Customer No.	2000309994
Invoice No.	35080416
Invoice Date	03/10/2020

Customer Service inquiries, call 888-204-0799

**Important Information**

THE INITIAL TERM OF YOUR LEASE EXPIRES ON 06/30/2020. PURSUANT TO THE TERMS OF YOUR LEASE IT WILL AUTOMATICALLY RENEW UNLESS YOU PROVIDE TIMELY NOTICE TO US OF YOUR INTENT TO EXERCISE ONE OF YOUR END OF LEASE OPTIONS. PLEASE REFER TO THE TERMS AND CONDITIONS OF YOUR LEASE FOR YOUR END OF LEASE OPTIONS AND OBLIGATIONS.

**Invoice Detail**

Contract Number Asset Description	Itemized Charge(s)	Amount Due	Sales Tax	Total Due
900-0286310-000	CURRENT CHARGES			
KYOCERA PRINTER	INSURANCE	10.92	0.00	10.92
S/N R4S8802308	PAYMENT DUE 03/30/2020	156.74	0.00	156.74
ECOSYS M3645IDN				
508 CENTRAL AVE				
NEWARK NJ 07107				
	SUBTOTAL	167.66	0.00	167.66
<b>INVOICE TOTAL</b>		<b>167.66</b>	<b>0.00</b>	<b>167.66</b>



Please return this portion with your payment



Do not send PAYMENTS to this address  
RETURN ADDRESS ONLY  
P.O. Box 550599  
Jacksonville, FL 32255-0599

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Due Date	03/30/2020

Customer No.	2000309994
Invoice No.	35080416
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URBAN LEAGUE OF ESSEX COUNTY INC  
ACCOUNTS PAYABLE  
508 CENTRAL AVE  
NEWARK NJ 07107-1430



SEND PAYMENTS TO:



CIT  
21146 NETWORK PLACE  
CHICAGO IL 60673-1211

02000309 01003500 08041600 00000167660

1208-01-0000032-0000001-0000002