

ULEC CHECK REQUEST FORM

INVOICE DATE: 3/23/2020 PREPARED BY: Heather Wilson PERIOD COVERED: March 2020
 PAYABLE TO: Community Food Bank of NJ AMOUNT: 827.81
 INVOICE # P.O.# 03734397 BUDGET AVAILABLE: YES NO: DUE DATE: 3/25/2020
 COMMENTS: COVID-19 Food Distributions - Need check by 10AM 3/25/2020
for food pick up

| COST CENTERS: | AMOUNT |
|-------------------|--------|
| 111 ABBOTT | |
| 111F FOOD PROGRAM | |
| 112 EHS-LEAGUERS | |
| 114 SUMMER CAMP | |
| 122 DCF- CODING | |
| 123 OICA | |
| 125 AMERICORPS | |
| 167C IHOP-FDU | |

| COST CENTERS: | AMOUNT |
|-------------------|--------|
| 168 WELLSFARGO-NR | |
| 600 ADMIN | |
| 610 CEO | |
| 620 CFO | |
| 650 FACILITIES | |
| 760 ULEC GALA | |
| 910 STREET FAIR | |
| 950 ALLOCATED EXP | |

GL CODES:

1410 ADVANCES
7240 EMPLOYEE BENEFITS
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
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
8228 POSTAGE LEASE
8230 BUILDING REPAIR & MAINTENANCE
8231 BUILDING REPAIR & MAINTENANCE - ALARM SERVICES
8233 BUILDING REPAIR & MAINTENANCE - TRASH REMOVAL
8235 BUILDING REPAIR & MAINTENANCE - EXTERMINATING

GL CODES:

8240 MAINTENANCE SUPPLIES
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
8425 EXPUNGEMENT
8430 JOB TRAINING
8435 GED & ABE CLASSES
8445 FOOD & RELATED SUPPLIES
8450 PROGRAM TRAINING
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
8560 PROCESSING FEES
8570 ADVERTISING/MARKETING EXP
8580 LICENSES & FEES

PROGRAM DIRECTOR'S APPROVAL Heather Wilson

DATE: 3/23/2020

FINANCE APPROVAL PROCESS:

INVOICE/SUPPORTING DOCS ATTACHED: YES NO A/P INITIAL: _____ DATE: _____

FISCAL OFFICE APPROVAL: _____

PRESIDENT/CEO'S APPROVAL _____

CLASS CODE _____

CHECK # _____

Community FoodBank of NJ
31 Evans Terminal Road
Hillside, NJ 07205-2400

AGENCY ORDER

Agency Order Number: 511191

Page: 1

To:

Urban League of Essex County
504 Central Ave.
508 Central Ave. Newark NJ 071
Newark, NJ 07107

Ship

To: Urban League of Essex County
Heather Wilson
504 Central Ave.
508 Central Ave. Newark NJ 071
Newark, NJ 07107

Ship Via Pickup
Shipment Date 3/25/2020

P.O. Number PO3734397
Agency ID A2496-03

| Item No. | Description | Unit | Requested Quantity | Order Quantity | Total Lbs. | Unit Fee | Total Fee |
|----------|--|------|-----------------------|-------------------|---------------|----------|-----------|
| D10778 | Lids: Cold Cup, Flat, Slotted oz | Case | 2 | 2 | 24 | | |
| D09027 | Lids: Cup, 16 oz | Case | 2 | 2 | 28 | 1.12 | 2.24 |
| D08985 | Pasta: Macaroni, Spinach | Case | 5 | 5 | 80 | 2.56 | 12.80 |
| D03745 | Sauce: Chili Cheese, Yellow Hot | Case | 10 | 10 | 120 | | |
| D10964 | Snack: Nut Clusters, Salted | Case | 10 | 10 | 30 | | |
| D10963 | Snack: Popped Water Lily Seeds, White Cheddar (U) | Case | 10 | 10 | 20 | | |
| D07594 | Water: Purified (U) | Case | 6 | | 0 | | |
| D10958 | Water: Sparkling, Cranberry (K) | Case | 6 | 6 | 60 | | |
| D10582 | Tissue: Toilet, Jumbo Rolls | Case | 5 | 5 | 85 | 3.06 | 15.30 |
| D10544 | Protein: Chili Beans in Chili Sauce | Case | 5 | 5 | 50 | 1.60 | 8.00 |
| P00186 | COOP Oranges, Mandarin | Case | 5 | 5 | 100 | 14.78 | 73.89 |
| P00904 | COOP Pineapples in Pear Juice (Cups) | Case | 5 | 5 | 110 | 25.40 | 127.02 |
| P00021 | COOP Macaroni & Cheese | Case | 5 | 5 | 65 | 8.33 | 41.67 |
| P00067 | COOP Bags, Grocery, Plastic | Case | 1 | 1 | 19 | | |
| P00932 | COOP Corn, Whole Kernel, No (U) | Case | 5 | 5 | 135 | 13.04 | 65.22 |
| P00918 | COOP Gravy, Beef (canned) | Case | 5 | 5 | 85 | 18.50 | 92.52 |

Community FoodBank of NJ
31 Evans Terminal Road
Hillside, NJ 07205-2400

AGENCY ORDER

Agency Order Number: 511191

Page: 2

To:

Urban League of Essex County
504 Central Ave.
508 Central Ave. Newark NJ 071
Newark, NJ 07107

Ship

To: Urban League of Essex County
Heather Wilson
504 Central Ave.
508 Central Ave. Newark NJ 071
Newark, NJ 07107

Ship Via Pickup
Shipment Date 3/25/2020

P.O. Number PO3734397
Agency ID A2496-03

| Item No. | Description | Unit | Requested Quantity | Order Quantity | Total Lbs. | Unit Fee | Total Fee |
|----------|------------------------------|------|-----------------------|-------------------|---------------|----------|-----------|
| P00016 | COOP Mixed Vegetables (K) | Case | 5 | 5 | 130 | 14.63 | 73.14 |
| P00917 | COOP Pancake Mix, Buttermilk | Case | 4 | 4 | 80 | 14.89 | 59.57 |
| P00584 | COOP Rice, Yellow (S) | Case | 2 | | 0 | | |
| P00877 | COOP Salmon, Pink, Canned | Case | 4 | 4 | 40 | 39.00 | 156.00 |
| P00916 | COOP Stuffing, Chicken | Case | 3 | 3 | 24 | 14.86 | 44.57 |
| P00872 | COOP Syrup, Pancake (Lite) | Case | 4 | 4 | 108 | 13.97 | 55.87 |
| D10866 | Fruit Snacks: Fruit Flavored | Case | 6 | 6 | 30 | | |

Total of Items: 827.81
Grant Allocations: 0.00

Total Order Weight: 1423

Order Total: 827.81