

Bank of America
ACH R/T 021200339

12937
55-33/212 NJ
356

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

01/16/2020

PAY TO THE
ORDER OF

Patricia Mise

\$ **2,450.00

DOLLARS

Patricia Mise

Vivian Cox-Jasen

AUTHORIZED SIGNATURE



AP

MEMO

950 - Allocated 01/01/20 - 01/14/20

12937 01/16/2020 10212003391 000238003973

URBAN LEAGUE OF ESSEX CTY

GENERAL OPERATING ACCT

12937

01/16/2020 Patricia Mise

| Date | Type | Reference | Original Amount | Balance Due | Payment |
|------------|------|-----------|-----------------|-------------|----------|
| 01/14/2020 | Bill | 20200101 | 2,450.00 | 2,450.00 | 2,450.00 |
| | | | Check Amount | | 2,450.00 |

1010 Cash:Checking 950 - Allocated 01/01/20 - 01/14/20 2,450.00

URBAN LEAGUE OF ESSEX CTY
01/16/2020

Patricia Mise GENERAL OPERATING ACCT

12937

Date
01/14/2020 Type
Bill Reference
20200101

| Original Amount | Balance Due | Payment |
|-----------------|-------------|----------|
| 2,450.00 | 2,450.00 | 2,450.00 |
| Check Amount | | 2,450.00 |

1010 Cash:Checking 950 - Allocated 01/01/20 - 01/14/20 2,450.00

ULEC CHECK REQUEST FORM

INVOICE DATE: 1/14/2020 REQUESTED BY PATRICIA MISE PERIOD: 01/01/20 - 01/14/20

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

INVOICE # 20200101 BUDGET AVAILABLE: YES NO: DUE DATE: 1/16/2020

COMMENTS: _____

COST CENTER:

X 950 ALLOCATED EXP

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

ENTERED

PROGRAM DIRECTOR'S APPROVAL _____ DATE: _____

FINANCE APPROVAL PROCESS: _____

INVOICE/SUPPORTING DOCS ATTACHED: YES NO A/P INITIAL: PM DATE: 1/14/20

FISCAL OFFICE APPROVAL: PM CLASS CODE 950

PRESIDENT/CEO'S APPROVAL _____ CHECK # 12937

Patricia Mise

Invoice Date 1/14/2020
Invoice Number 20200101

Bill To:

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