

Bank of America
ACH R/T 021200339

12969
55-33/212 NJ
356

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

02/13/2020

PAY TO THE Patricia P Mise \$ **2,450.00
ORDER OF

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

Patricia P Mise

Vivian Cox

AUTHORIZED SIGNATURE

MEMO

950 - Allocated 01/30/20 - 02/12/20



1012969 10212003391 000238003973

URBAN LEAGUE OF ESSEX CTY		GENERAL OPERATING ACCT			12969
02/13/2020	Patricia P Mise				
Date	Type	Reference	Original Amount	Balance Due	Payment
02/12/2020	Bill	20200201	2,450.00	2,450.00	2,450.00
			Check Amount		2,450.00

1010 Cash:Checking 950 - Allocated 01/30/20 - 02/12/20 2,450.00

URBAN LEAGUE OF ESSEX CTY		GENERAL OPERATING ACCT			12969
02/13/2020	Patricia P Mise				
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1010 Cash:Checking 950 - Allocated 01/30/20 - 02/12/20 2,450.00

ULEC CHECK REQUEST FORM

INVOICE DATE: 2/12/2020 REQUESTED BY PATRICIA MISE PERIOD: 01/30/20 - 02/12/20

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

INVOICE # 20200201 BUDGET AVAILABLE: YES NO: DUE DATE: 2/14/2020

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: Am DATE: 2/12/20

FISCAL OFFICE APPROVAL: Rgw CLASS CODE 950

PRESIDENT/CEO'S APPROVAL _____ CHECK # 12969

Patricia Mise

Invoice Date 2/12/2020
Invoice Number 20200201

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 01/30/20 - 02/12/20	70.00	\$ 35	\$ 2,450.00
A/P		15.00	
Banking		10.00	
Payroll & HR		10.00	
Grant Reports		15.00	
Credit Card Transactions		10.00	
Floyd Project		15.00	
Training		15.00	
Total Hours	90.00		
Total		\$ 2,450.00	