

URBAN LEAGUE OF ESSEX CTY  
01/16/2020

CIT

GENERAL OPERATING ACCT

12914

Date  
01/08/2020

Type  
Bill

Reference  
34681842

Original Amount  
1,580.66

Balance Due  
1,580.66

Payment  
1,580.66  
1,580.66

Check Amount

1010 Cash:Checking 950 - # 900-0239284-000 Copier Lease

1,580.66

## ULEC CHECK REQUEST FORM

INVOICE DATE: 01/08/2020 PREPARED BY: Carmen Martinez PERIOD COVERED: 1/1/2020

PAYABLE TO: CIT AMOUNT: \$1,580.66

INVOICE # 34681842 BUDGET AVAILABLE: YES NO: DUE DATE: 01/28/2020

COMMENTS: 900-0239284-000

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

GL CODES:

☐ 1420 PREPAID EXPENSES

☐ 7510 FUNDRAISING FEES

☐ 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 ☐ NOA/P INITIAL: AmDATE: 1/15/20

FISCAL OFFICE APPROVAL: \_\_\_\_\_

CLASS CODE 950

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

CHECK # 12914



Invoice Total	1,580.66
Due Date	01/28/2020



Customer No.	2000309994
Invoice No.	34681842
Invoice Date	01/08/2020

Customer Service inquiries, call 877-661-2928

**Important Information**

THE INITIAL TERM OF YOUR LEASE EXPIRES ON 05/28/2020. 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
900-0239284-000 KYOCERA COPIER S/N L7S5311035 3501 508 CENTRAL AVE NEWARK NJ 07107	CURRENT CHARGES INSURANCE PAYMENT DUE 01/28/2020	36.86 1,543.80	0.00 0.00	36.86 1,543.80
KYOCERA COPIER S/N L7S5311043 3501 508 CENTRAL AVE NEWARK NJ 07107				
KYOCERA COPIER S/N L895102671 5551 508 CENTRAL AVE NEWARK NJ 07107				
	SUBTOTAL	1,580.66	0.00	1,580.66
<b>INVOICE TOTAL</b>		<b>1,580.66</b>	<b>0.00</b>	<b>1,580.66</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

Invoice Total	1,580.66
Due Date	01/28/2020

Customer No.	2000309994
Invoice No.	34681842
Invoice Date	01/08/2020

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Urban League Of Essex County Inc  
ACCOUNTS PAYABLE  
508 CENTRAL AVE  
NEWARK NJ 07107-1430



SEND PAYMENTS TO:

21146 NETWORK PLACE  
CIT  
CHICAGO IL 60673-1211

02000309 01003400 68184200 00001580665

1023-01-0000046-0000001-0000002