




ACCOUNTING:
BILLS, BILLS, AND MORE BILLS.....

PURCHASE ORDERS

- PURCHASE ORDERS ARE USED FOR THE PURCHASE OF ITEMS
 - (IF YOU CAN PHYSICALLY HOLD IT IN YOUR HAND – YOU NEED A PO)
 - Examples: spackle, paint brush, batteries, padlock, chain, etc.
- IT IS A ROUGH ESTIMATE OF HOW MUCH THE ITEMS WILL COST

INVOICES

- MUST HAVE ORIGINAL INVOICE (no copies or faxed copies)
 - USE THE DATE OF THE INVOICE (not the date you are entering the invoice)
 - ENTER CURRENT INVOICE AMOUNT (do not use “ending balance” or include “beginning balance”)
 - ALLOCATE SALES TAX ALONG WITH THE ITEMS TO THE CORRECT EXPENSE ACCOUNTS (do not code as a separate line item to miscellaneous tax accounts)
- 

INVOICE / ACTIVITY STATEMENT

Interstate Credit Collections
 711 Coliseum Plaza Court
 Winston-Salem, NC 27106
 (336) 777-3555 Fax (336) 777-3520
 NC Dept. of Insurance Permit No. 100785

PAGE NO: 1
 ACTIVITY FROM: 02/01/14
 ACTIVITY THRU: 02/28/14
 7342
 YOUR NO:
 CHECK NO:

TOTAL COLLECTIONS 0.00

DATE	DEBTOR'S TRANSACTION	CURRENT BALANCE	C O D E	N/C	AMOUNT PAID TO AGENCY	AMOUNT PAID TO YOU	FEE'S DUE AGENCY	NET DUE YOU
123113	STATEMENT						14.25	
	TOTAL OF PRIOR & CURRENT A/R ACTIVITY						14.25	

CODES

- 70 - Paid in Full to Overpayment
- 71 - Overpayment only
- 72 - Final Legal Payment
- 73 - no Overpayment
- 74 - Legal Overpayment only
- 75 - Paid in Full
- 76 - Partial Payment
- 77 - Forwarded Received
- 78 - Full Payment (agency int)
- 79 - Final Payment
- 80 - Settlement in Full
- 81 - Legal Partial Payment
- 82 - Final Legal Payment
- 83 - Partial Payment Reversal
- 84 - Bill Bank Sales Tax
- 85 - Of Overpay Refund
- 86 - Client Refund Request
- 87 - Bill Back Non-commercial entities
- 88 - Bill Back Commercial entities
- 89 - Client Adjustment
- 90 - Court Costs
- 91 - Attorney Fees
- 92 - Living Fees
- 93 - Bad Address Fees
- 94 - Letter Fees
- 95 - Management Fees
- 96 - JAC Membership
- 97 - Other
- 98 - Dealer DBA, etc.
- 99 - Client Adjustment
- 00 - Void Check Received
- 01 - Client Advance
- 02 - Court Costs
- 03 - Recovered Client
- 04 - Collection Costs
- 05 - Unpaid Advance Costs
- 06 - Debtor CRA, etc.
- 07 - NSF Check
- 08 - Posting Error
- 09 - Traveler Credit

**OUR CHECK
ENCLOSED FOR**

**PAY THIS
AMOUNT
TO ICC**

14.25

SUB-TOTAL AMOUNT DUE YOU (+) → 0.00
 SUB-TOTAL AMOUNT DUE YOU (-) → 0.00

TOTAL PAID TO AGENCY	TOTAL PAID TO YOU	FEE'S DUE AGENCY	NET DUE YOU
0.00	0.00	0.00	

CURRENT PERIOD TOTALS

INVOICE / ACTIVITY STATEMENT

Interstate Credit Collections
 711 Coliseum Plaza Court
 Winston-Salem, NC 27106
 (336) 777-3555 Fax (336) 777-3520
 NC Dept. of Insurance Permit No. 100785

PAGE NO: 1
 ACTIVITY FROM: 12/01/13
 ACTIVITY THRU: 12/31/13
 YOUR NO: 7342
 CHECK NO:

TOTAL COLLECTIONS 0.00

DATE	DEBTOR'S TRANSACTION	CURRENT BALANCE	CODE	N/C	AMOUNT PAID TO AGENCY	AMOUNT PAID TO YOU	FEES DUE AGENCY	NET DUE YOU
103113	STATEMENT						19.00	-paid 1/09/14
	TOTAL OF PRIOR & CURRENT A/R ACTIVITY						19.00	

122713	Buskirk, Shelly			54			4.75	
	A1 LISTING FEE							
122713	Pharr, Erin			54			4.75	
	B12 LISTING FEE							
122713	Chow, Christina			54			4.75	
	C5 LISTING FEE							

CODES

- 00 - Paid in Full w/Debitment
- 01 - Overpayment/Refund
- 02 - Final Legal Payment
- 03 - Unemployment
- 04 - Legal Overpayment only
- 05 - Paid in Full
- 06 - Partial Payment
- 07 - Forwarded/Receivable
- 08 - Full Payment w/Debitment
- 09 - Trial Payment
- 10 - Settlement Paid
- 11 - Legal Partial Payment
- 12 - Final Legal Payment
- 13 - Partial Payment Received
- 14 - Bill Back Sent In
- 15 - On Payment Received
- 16 - Check Returned Received
- 17 - Bill Back Non-Compliant
- 18 - Sent to Collections Agency
- 19 - Bill Back Compliant
- 20 - Partial Payment
- 21 - Check Returned
- 22 - Attorney Fee
- 23 - Listing Fee
- 24 - Bad Address Fee
- 44 - Letter Fee
- 45 - Management Fee
- 46 - MISC, Misc/Other
- 47 - Other
- 48 - Debit/DBL, etc
- 49 - Credit Adjustment
- 50 - Your Check Returned
- 51 - Check Advance
- 52 - Court Costs
- 53 - Returned Check
- 54 - Unrecorded ADJUDG
- 55 - Debitor CRL, etc
- 56 - RFE Check
- 57 - Posting Error
- 58 - Transfer Check

OUR CHECK ENCLOSED FOR

PAY THIS AMOUNT TO ICC

33.25	TOTAL PAID TO AGENCY	TOTAL PAID TO YOU	FEES DUE AGENCY	NET DUE YOU
	0.00	0.00	14.25	
CURRENT PERIOD TOTALS				

SUB-TOTAL AMOUNT DUE YOU (+) 0.00
 SUB-TOTAL AMOUNT DUE YOU (-) 0.00

INVOICES (CONTINUED)

- AFTER CHOOSING THE EXPENSE ACCOUNT CODE IN ICAM, MODIFY THE ACCOUNT CODE NAME TO INCLUDE BRIEF SUMMARY OF WORK DONE
- DO NOT DELETE THE ACCOUNT NAME
- INCLUDE APT # ON ALL WORK DONE
- EXAMPLE:
 - 6542-010 PLUMBING CONTRACT - **#206 REPAIRED LEAKING TOILET**
 - 6546-000 HVAC EQUIP/REPAIR & MAINT - **#100 REPL COMPRESSOR**
 - 6561-042 MICROWAVES - **#001 REPLACE MICROWAVE**
 - 6546-000 HVAC EQUIP/REPAIR & MAINT - **#3B INSTALLED NEW HVAC**
- INVOICE CODING - WHAT IS THE DIFFERENCE.....

Account	Total	Description
▶ 6546-000	\$0.00	HVAC Equip/Repair & Maint - replace compressor unit 3-B

Vendor Information
Details

\$0.00

Cancel

Back

Next

Finish



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Login Token: DDZ FMK VRK

INVOICE

PO Box 509058 • San Diego, CA 92150-9058

Page 1 of 2



Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/859-8889

Please Pay From Invoice
Terms: Net 30 Days
A minimum late charge of \$2.00 or 1.5% per month (18% per year) is charged on past due invoices.

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418852				Invoice Date	Invoice Number
				02/21/2014	9127993314
Customer Number	Ordered By	Authorized By	Order Number	Purchase Order Number	
12442615			0116382863	apt maintenance	

6501 1 MB 0.435 E0265X I0516 D884310761 P1832447 0001:0004



Ship To:



Stock Number	Description	GL Account	Ordered	Shipped	Unit Price	Unit	Extension
411856	Aspen Ktchn Fct Chrm 1Hdl ULL		1	1	38.11	EA	38.11
877091	Shield 1-1/8" Padlock and Chain		1	1	8.72	EA	8.72
926141	1-1/2", 2" AND 3" PROF NYL/POLY BRUSHES		1	1	16.48	EA	16.48
531426	2 Piece Putty Knife Set 1-1/2 and 3"		1	1	5.81	EA	5.81
106692	1 QT FAST 'N FINAL LIGHTWEIGHT SPACKLE		1	1	6.49	EA	6.49
130877	5 X 3" DRYWALL MED SANDING SPONGE		1	1	4.06	EA	4.06
157465	9V Rayovac Pro Alkaline Battery 12pk		2	2	17.15	PK	34.30
115107	36" PICK-UP TOOL		1	1	28.12	EA	28.12

Ship Date	Sub-Total
02/21/2014	142.09
Pkg Count	Sales Tax
2	7.53
Weight	Freight
9.96 LB	0.00
TOTAL	
149.62	

Ready to go paperless? Visit hdsupplysolutions.com and click on Electronic Invoicing. Be sure to add hdsbillingdocs@hdsupply.com to your address book or safe list!

Question? Call Cynthia Genger at 800 798 8888 ext:8555 or email cynthia.genger@hdsupply.com

Continued...



For proper credit to your account, please do not staple check to remittance form.

Please return this portion with payment.

Thank you for your order.

Invoice Number: 9127993314
Amount Due: 149.62
Date Due: 03/23/2014

Amount Paid: _____

If amount paid differs from amount due, please check and explain on back.

Mail To:

HD Supply Facilities Maintenance, Ltd.
P.O. Box 509058
San Diego, CA 92150-9058



Invoice #: 9127993314
Date: February 21, 2014
Status: Entered
Invoice Type: Expense

Vendor ID #: _____
Payee: HD Supply Facilities Maintenance, Ltd.
Address: P.O. Box 509058
 San Diego, CA 92150-9058

Account #	Description	Amount
1470-000	Maintenance Equipment	140.62
Invoice Total		\$149.62
6541-000	Repairs & Maintenance Supplies	113.48
6561-010	Paint Supplies	32.84

Comments

Special Instructions/Comments

Coded By: _____ Date: _____
 Approved By: _____ Date: _____

Electric Electrical Company, Inc.

Electrical Contracting and Service

Electric Electrical Company, Inc.
 Box 1043
 Somewhere, NC 27101

Invoice

Date	Invoice #
1/17/2014	2014-113

Bill To

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
8	Labor for 1/16/14- Bldg Apt } - check breaker and receptacles; Bldg Apt replace range hood and replace switch on ceiling fan; Bldg Apt replace switch on ceiling fan; Bldg Apt replace defective kitchen light	45.00	360.00
	Material for above work	290.00	290.00
All work is complete!		Total	\$650.00



Invoice #: 9127993314
Date: February 21, 2014
Status: Entered
Invoice Type: Expense

Vendor ID #: _____
Payee: Electric Electrical Company, Inc.
Address: Box 1043
 Somewhere, NC 27101

Account #	Description	Amount
6450-000	Electricity	650.00
Invoice Total		650.00

6542-020 Electrical Contract
 650.00

Comments

Special Instructions/Comments

Coded By: _____ Date: _____
 Approved By: _____ Date: _____

Invoice

All Secure, Inc.
107 Independence Dr. Ste. C

Date	Invoice #
1/7/2014	70260

Bill To

Description	Qty	Rate	Amount	P.O. No.	Terms	Rep	Call Type
					10 Days		
rekey to new master key system for 32 cylinders of apartments, 4 additional cylinders for storage closets, and 6 exterior doors							
K-150 Key	64	1.50	96.00T				
Rekey Master Comm.	42	10.00	420.00T				
Deadbolt Residential - KW1 single cyl	4	19.95	79.80T				
Deadbolt Residential - double sided cyl KW1	1	26.95	26.95T				
Lever Lock - KW1	1	24.95	24.95T				
Labor Commercial to install above	1	60.00	60.00				
----- Commercial - 1/6/14 and 1/7/14	2	60.00	120.00				
Sales Tax			45.35				
				Total			
				\$0.00			
				Balance Due			
				\$873.05			

58-2363377 Fed ID



Invoice #: 70260
 Date: January 7, 2014
 Status: Entered
 Invoice Type: Expense

Vendor ID #: 4321
 Payee: All Secure, Inc.
 Address: 107 Independence Drive
 Suite C

Account #	Description	Amount
6542-060	Other Repairs Contract	6873.05
	Invoice Total	\$873.05

6542-040 Locks Contract
 873.05

Comments
 Re-Mastering all locks

Special Instructions/Comments

Coded By: _____ Date: _____

Approved By: _____ Date: _____



Invoice #: 147467
Date: February 19, 2014
Status: Entered
Invoice Type: Expense

Vendor ID #: 10511
Payee: Fire & Safety, Inc.
Address: 123 Somewhere St
 Nowhere, NC 27101

Account #	Description	Amount
6542-000	Repairs & Maintenance Contract	\$395.00
	Invoice Total	\$395.00

6595-000 Fire Protection

395.00

Comments

Special Instructions/Comments

Coded By: _____ Date: _____

Approved By: _____ Date: _____

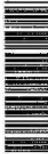


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INVOICE

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Credit/Account Information
800/798-8888, FAX 800/930-4930
Orders/Product Information
800/431-3000, FAX 800/859-8889

Please Pay From Invoice

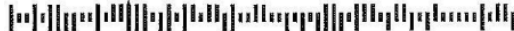
Terms: Net 30 Days
A minimum late charge of \$2.00 or 1.5% per month (18% per year) is charged on past due invoices.

Invoice Date	Invoice Number
12/16/2013	9126754833

HD Supply Facilities Maintenance, Ltd. Federal ID 52-2418852

Customer Number	Ordered By	Authorized By	Order Number	Purchase Order Number
12665298			0115750281	

2372 1 MB 0.405 E0053X I0118 D844771469 P1741582 0001:0002



Ship To:



Stock Number	Description	GL Account	Ordered	Shipped	Unit Price	Unit	Extension
702133	34x60" White 1" Vinyl Horizontal Blind		6	6	6.01	EA	36.06
131033	9" HEAVY DUTY PLASTIC PAINT TRAY		1	1	2.71	EA	2.71
113004	1 GALLON FABULOSO		1	1	14.54	EA	14.54
112526	S.O.S STEEL WOOL SOAP PADS "PKG OF 15"		1	1	5.13	PK	5.13
180994	MR. CLEAN MAGIC ERASER "CASE OF 24"		1	1	31.03	CA	31.03
157465	9V Rayovac Pro Alkaline Battery 12pk		1	1	17.15	PK	17.15

Ship Date	Sub Total
12/16/2013	106.62
Pkg Count	Sales Tax
3	9.08
Weight	Freight
39.49 LB	0.00
TOTAL	
115.70	

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Question? Call Cynthia Genger at 800 798 8888 ext:6555 or email cynthia.genger@hdsupply.com

Continued...



Invoice #: 9126754833
Date: December 16, 2013
Status: Entered
Invoice Type: Purchase

Vendor ID #: 11264

Payee: HD Supply Facilities Maintenance, Ltd.
Address: P.O. Box 509058
San Diego, CA 92150-9058

Account #	Description	Amount
6515-000	Janitor & Cleaning Supplies	\$55.02
6541-000	Repairs Supplies/Materials	\$18.61
6561-010	Paint Supplies	\$2.94
6561-020	Window Treatments	\$39.13
	Invoice Total	\$115.70

Comments

Special Instructions/Comments

Coded By: _____ Date: _____
Approved By: _____ Date: _____
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EMERGENCY CELL PHONE INVOICE

- ONCE A MONTH
- \$35.00 TOTAL
- CODE IT TO 6360-020
- ONLY APPLIES TO SITE MANAGER AND MAINTENANCE PERSONNEL
- IF BOTH PERSONNEL RECEIVE CELL PHONE REIMBURSEMENT THE \$35 IS SPLIT (\$17.50/PERSON)
- IF YOU WORK AT MORE THAN ONE PROPERTY THE COST IS SPLIT BETWEEN EACH PROPERTY
- SUBMIT ONE VOUCHER PER PERSON PER PROPERTY

Emergency Cell Phone Invoice

Month of: March 2014

Property: Landmark Apartments

Date & Invoice #: 3/31/2014 03312014

Maintenance Personnel: Martin Miller

Total: \$35.00

Managers are to code the invoice on the first of the new month, i.e., December's invoice will be vouched on January 1st and so on.

Each maintenance person will need their own vendor number.

Send in the voucher each month for payment.

Code to 6360-020.

The invoice is not to exceed \$35.00 a month.

Maintenance persons working more than one property is to have the \$35 split between each property.

The invoice number will be the date of this invoice, i.e. January 1, 2011 invoice number will be 01012011.

PETTY CASH

- BALANCE WEEKLY
- SUBMIT ONCE YOU HAVE SPENT APPROXIMATELY \$75.00
- SUBMIT ORIGINAL RECEIPTS
- NO PERSONAL PURCHASES
- **DO NOT USE PERSONAL MONEY/CREDIT CARDS**
- KNOW HOW MUCH YOU WERE ORIGINALLY ISSUED
- DO NOT PAY VENDORS FROM PETTY CASH
- DO NOT USE SUBTOTAL ON RECEIPT OR CASH PAYMENT AMOUNT

- **CASH IN BOX + TOTAL OF RECEIPTS = PETTY CASH ISSUED**

PETTY CASH 1 (PC1) RECEIPTS

DOLLAR GENERAL STORE #04423

DOLLAR GENERAL STORE #04423

FILTER MASK 5CT 1.00 S
 400023863826-220
 FILTER MASK 5CT 1.00 S
 400023863826-220
 SUBTOTAL \$2.00
 Tax1 \$0.20
 TOTAL \$2.20
 CASH \$10.00
 CHANGE \$7.80

MEAN GREEN 1 GALLON 5.00 S
 720547001017-120
 MR CLEAN IRON HANDLE 1.50 S
 011171043116-200
 3M SHOWER TUB SCRUB 1.75 S
 051141346458-200
 MR. CLN VINYL GLOVE 1.35 S
 011171235610-200
 DGH LEMON SOAP PADS 1.00 S
 073078012121-120

SUBTOTAL \$10.60
 Tax1 \$1.03
 TOTAL \$11.63
 CASH \$20.00
 CHANGE \$8.37

ITEMS 5 9883
 2014-03-05 10 34:30 04423 02



- SALE -
 SALES#: S0637TC2 1631733 TRANS#: 67464949 03-10-14

196210 96IN FLTD SLUR CRPT GRPR 14.74
 2 @ 7.37
 525452 3M SB LG 220 BRT SHDNG SP 4.48

SUBTOTAL: 19.22
 TAX: 1.78
 INVOICE 46679 TOTAL: 21.00
 CASH: 30.00
 CHANGE: 9.00

2 Keys made
 04-01-14
 2-28-14

2 @ 1.49
 03 2.98 TX 1
 2.98 ST
 .29 TX 1

3.27 @

010-4137 1
 12-47

Vacuum Cleaner bags

0--28-14
 2-27-14

2 @ 1.49
 03 2.98 TX 1
 2.98 ST
 .29 TX 1

3.27 @

010-4094 1
 12-39

02/11/2014 (800)275-8777 03:08:48 PM

Product Description	Sales Receipt		Final Price
	Qty	Unit Price	
(Forever)	1	\$9.80	\$9.80
Star-Spangled Banner PSA BKLT/20			
(Forever)	1	\$9.80	\$9.80
Star-Spangled Banner PSA BKLT/20			
WINSTON SALEM NC 27101 Zone-3			\$0.70
First-Class Mail Letter			
1.70 oz.			
Expected Delivery: Fri 02/14/14			
Customer Postage			-\$0.49
Issue PVI:			\$0.21

Total: \$19.81

PAID BY: Debit Card \$19.81
 Account #: XXXXXXXXXXXXXXXX
 Approval #

DOLLAR GENERAL STORE #04423

DGHOME 30 GALLON FLA Bags 4.50 S
 076914060430-130
 CV 6PK WATER E 1.00 N
 075140007035-110

SUBTOTAL \$5.50
 Tax1 \$0.44
 Tax2 \$0.08
 TOTAL \$6.02
 Visa/Debit \$6.02

*****9435
 AUTH# 020337
 REFERENCE# 46020337

ITEMS 2 9187
 2014-03-03 09:01:56 04423 02



CUT HERE

 We value your satisfaction

- SALE -
 SALES#: S0637XE1 972943 TRANS#: 20651643 02-17-14

468495 1X6X8 APPEARANCE GRADE PL 19.71
 3 @ 6.57

SUBTOTAL: 19.71
 TAX: 1.82
 INVOICE 47416 TOTAL: 21.53
 CASH: 40.00
 CHANGE: 18.47

STORE: 0637 TERMINAL: 47 02/17/14 10:40:57
 # OF ITEMS PURCHASED: 3
 EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS

PETTY CASH 1 (PC1) RECEIPTS CONTINUED

OR

Gwen Coffey, Director of Program Compliance

Have a question? Contact the organizer at

Order Summary

February 19, 2014

Order #: 257092017

Name	Type	Quantity	Price
* Compliance Event	8/19/14 @ 8:00am-4:30pm	1	\$25.00

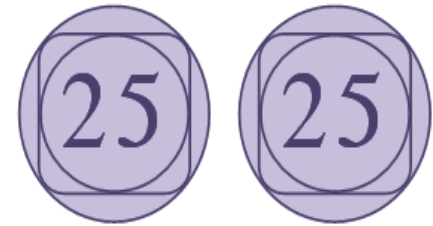
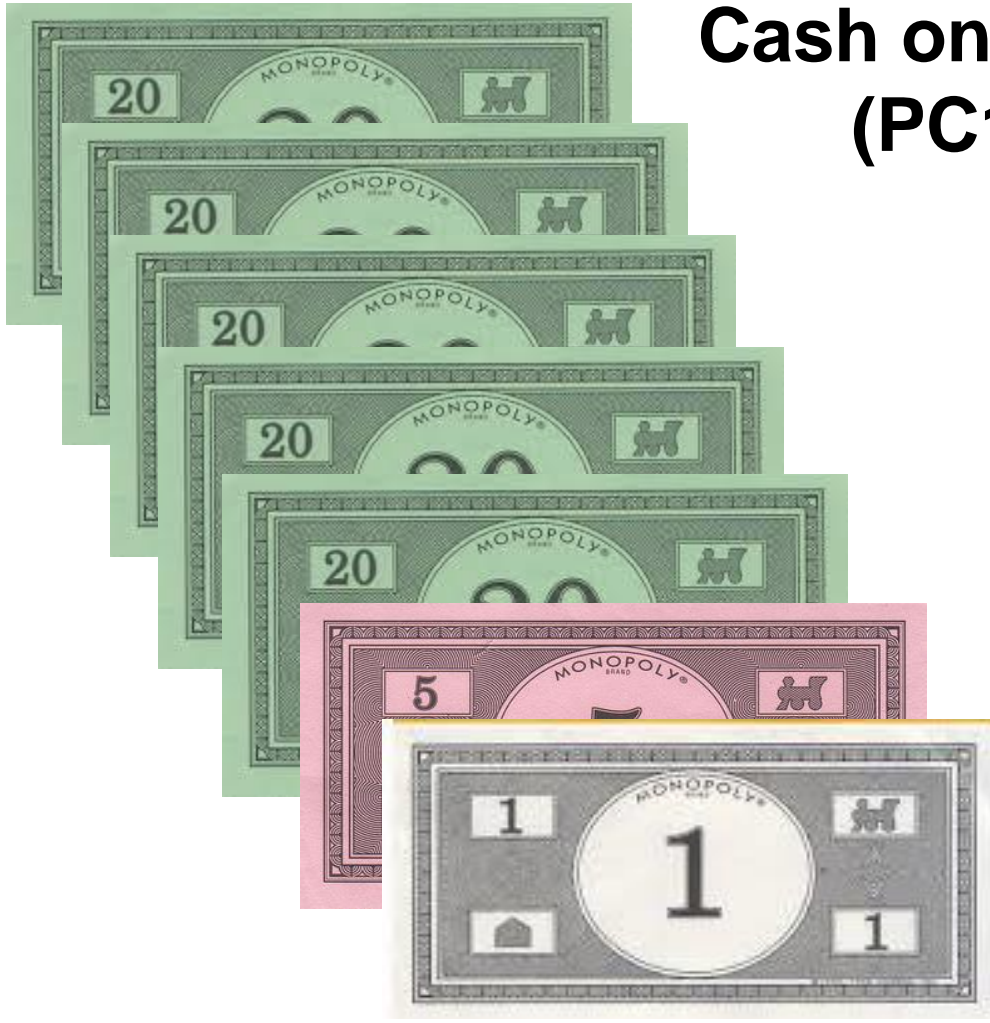
TOTAL \$25.00

Charged to Visa - XXXX-XXXXXX

This charge will appear on your credit card statement as EB *2014
Compliance Tr

This order is subject to Eventbrite Terms of Service, Privacy Policy, and
Cookie Policy

Cash on Hand (PC1)





FedEx Office is your destination for printing and shipping.

625 Crown Pointe Dr
Rock Hill, SC 29730
Tel: (803) 980-2630

03/06/2014 9:08:28 AM EST
Member: Terrie C.

SALE

3 Ltr/Lgl	100 @	0.5300
292 Reg. Price	0.53	
Regular Total	53.00	
Discounts	0.00	
Total	53.00	
Total	53.00	
Tax	3.71	
Deposit	0.00	
Total	56.71	
Cash	60.00	
Total Tender	60.00	
Change Due	(3.29)	
Total Discounts	0.00	



297304441
3613950912 -0097
03/06/2014 (800)275-8777 03:52:27 PM

Product Description	Sale Qty	Unit Price	Final Price
---------------------	----------	------------	-------------

@ WINSTON SALEM NC 27101 \$5.60
Zone-2
Priority Mail 2-Day
Flat Rate Env
7.10 oz.
Expected Delivery: Sat 03/08/14
USPS Tracking #: 9114901123086195839552
Includes \$50 insurance

Issue PVI: \$5.60
Total: \$5.60

For tracking or inquiries go to usps.com or call 1-800-222-1811.

Use this receipt as evidence of purchase. For information on filing an insurance claim go to usps.com/ship/file-domestic-claims.htm.

Use stamps at usps.com/shop or call 1-800-Stamp24. Go to usps.com/clicknship to print shipping labels with postage. For more information call 1-800-ASK-USPS.

Use your mail when and where you want it with a secure Post Office Box. Sign up for a Post Office Box online at usps.com/poboxes.

Bill #: 1000306975565
Clerk: 07

All sales final on stamps and postage
Refunds for guaranteed services only
Thank you for your business
HELP US SERVE YOU BETTER

Go to: <https://postalexperience.com/Pos>

TELL US ABOUT YOUR RECENT POSTAL EXPERIENCE

YOUR OPINION COUNTS



SALE
Invoice: S0416TE2 1219107 TRANS#: 67560727 03-11-14

499 FULTON 15.6-IN TAN PINNAC	3.98
SUBTOTAL:	3.98
TAX:	0.28
INVOICE 67994 TOTAL:	4.26
DEBIT:	4.26

AMOUNT: 4.26 AUTHCD: 455556
PURCHASE REFID: 560755041667 03/11/14 13:59:15
TRACE: 00552349

PURCHASE	CASH BACK	TOTAL DEBIT
4.26	0.00	4.26

TERMINAL: 67 03/11/14 13:59:15
ITEMS PURCHASED:
INCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOWE'S.
SEE REVERSE SIDE FOR RETURN POLICY.
STORE MANAGER: CHRIS H

WE HAVE THE LOWEST PRICES, GUARANTEED!
IF YOU FIND A LOWER PRICE, WE WILL BEAT IT BY 10%.
SEE STORE FOR DETAILS.

YOUR OPINIONS COUNT!
REGISTER FOR A CHANCE TO WIN A \$5,000 LOWE'S GIFT CARD!
REGISTRESE PARA TENER LA OPORTUNIDAD DE GANAR UNA TARJETA DE REGALO DE LOWE'S DE \$5000!
REGISTER BY COMPLETING A GUEST SATISFACTION SURVEY WITHIN ONE WEEK AT: www.Lowes.com/survey
YOUR ID # 67994 0416 070



03/13/2014 09:49 AM EXPIRES 06/11/14



CLEANING SUPPLIES			
002090973	DUSTERS	T	\$2.50
003060387	PALMOLIVE	T	\$4.50
	4 @ \$1.14 ea		
003060447	CASCADE	T	\$1.94
	2 @ \$0.97 ea		
003070106	BOUNCE	T	\$3.94
	2 @ \$1.97 ea		

GROCERY			
071100661	MP CRACKER	FN	\$2.04
071100662	MP CRACKER	FN	\$2.04
212180739	MARUCHN SOUP	FN	\$1.62
212180740	MARUCHN SOUP	FN	\$1.62

HOME			
253030058	UP TOWEL	T	\$2.91
	3 @ \$0.97 ea		
253060066	UPUP TOILET	T	\$5.98
	2 @ \$2.99 ea		

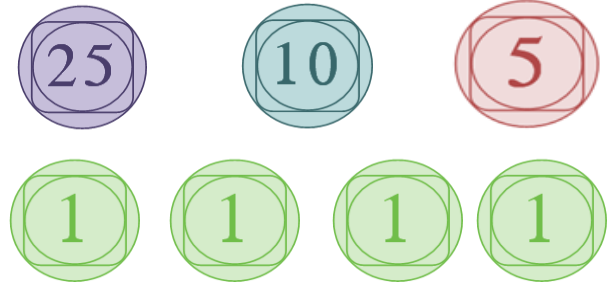
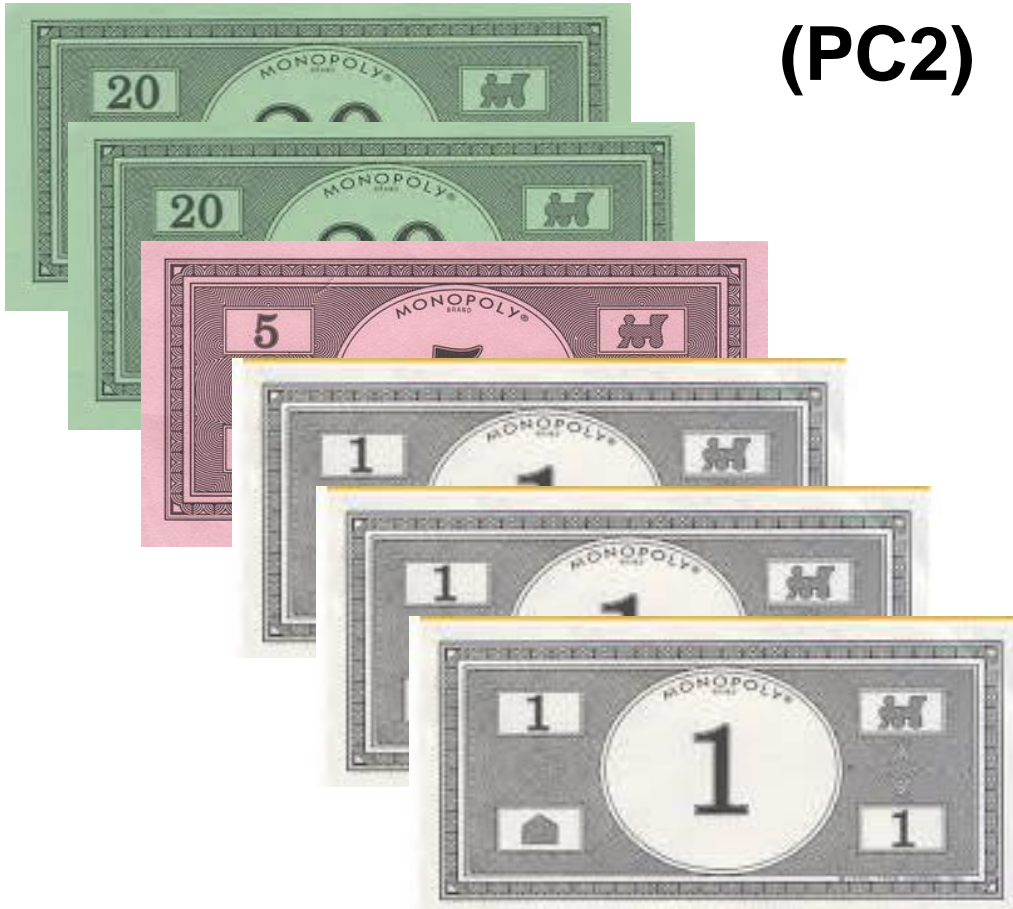
SPECIAL PROMOTION			
212140659	MP MAC CHEES		\$1.38
	2 @ \$0.69 ea		
	Refund Value \$0.46	each FN	
212140659	MP MAC CHEES		\$0.69
	Refund Value \$0.46	FN	
	PACKAGE SUBTOTAL		\$2.07
	MP MAC CHEES FREE		\$0.69-
	PACKAGE TOTAL		\$1.38
ALL ITEMS MUST BE RETURNED FOR FULL REFUND			

	SUBTOTAL	\$31.01
T = SC TAX 7.0000%	on \$22.31	\$1.56
	TOTAL	\$32.57
	CASH PAYMENT	\$40.00
	CHANGE DUE	\$7.43

Target Pharmacy We're here to help!
9am - 9pm M-F
9am - 6pm Sat
9am - 6pm Sun

REC#2-4072-1371-0074-6243-4 VCD#750-288-744

Cash on Hand (PC2)



NOTE: \$52.42 PREVIOUSLY REQUESTED NOT YET RECEIVED

Project Name: _____

Petty Cash Reimbursement Form

Date Prepared: 03/13/2014

Transaction Date	Vendor / Description	Amount	GL Acct #
03/06/14	USPS/postage	5.60	6313-000
03/11/14	Lowes/courtyard stone	4.26	6541-000
03/13/14	Target/Event Supplies	32.57	6390-020
03/13/14	Kinkos/Marketing Flyers	56.71	6210-000

Total of Receipts = Reimbursement (A) 99.14

Petty Cash Reconciliation:	
Cash on Hand (per physical count) (B)	48.44
Total Petty Cash (A+B)	147.58
Petty Cash Amount Issued (GL Acct # 1110-00)	147.58

Must Equal

52.42 in transit
+ 147.58
= 200.00 originally issued

Prepared By: _____ Date: _____

Approved By: _____ Date: _____