

Monthly Expenditure Report



Reporting Month: February 2020

Budget Fiscal Year: 2019-2020

NC Name: Tarzana Neighborhood Council

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$42521.83	\$980.77	\$41541.06	\$1250.00	\$10905.38	\$29385.68

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$48022.27	\$365.08	\$40291.06	\$0.00	\$40291.06
Outreach		\$615.69		\$0.00	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Neighborhood Purpose Grants	\$1250.00	\$0.00	\$1250.00	\$1250.00	\$0.00
Funding Requests Under Review: \$10905.38		Encumbrances: \$0.00		Previous Expenditures: \$6750.44	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	MICHAELS #9490	02/01/2020	(Credit card transaction)	General Operations Expenditure	Outreach	\$42.68
2	MICHAELS #9490	02/01/2020	(Credit card transaction)	General Operations Expenditure	Outreach	\$153.53
3	MICHAELS #9490	02/02/2020	(Credit card transaction)	General Operations Expenditure	Outreach	\$8.53
4	MICHAELS #9490	02/02/2020	(Credit card transaction)	General Operations Expenditure	Outreach	\$179.08
5	NET ATLANTIC INC	02/04/2020	(Credit card transaction)	General Operations Expenditure	Outreach	\$40.00
6	OFFICE DEPOT #3320	02/04/2020	(Credit card transaction)	General Operations Expenditure	Outreach	\$41.87
7	THE WEB CORNER, INC	02/08/2020	(Credit card transaction)	General Operations Expenditure	Outreach	\$150.00
8	VONS #2039	02/24/2020	(Credit card transaction)	General Operations Expenditure	Office	\$21.29

9	Subway 10292	02/25/2020	(Credit card transaction)	General Operations Expenditure	Office	\$158.99
10	APPLEONE EMPLOYMENT SV	02/26/2020	(Credit card transaction)	General Operations Expenditure	Office	\$184.80
Subtotal:						\$980.77

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	Woodland Hills Tarzana Chamber of Commerce Community Benefit Foundation	02/28/2020	...request for a NPG for \$1,250.00 for a \$250 grant for each of the 5 schools in Tarzana participating in the April Earth Day Poster Contest.	Neighborhood Purpose Grants		\$1250.00
Subtotal: Outstanding						\$1250.00

Order:

MIK16957241

SiteGenesis
5 Wall Street
Burlington, MA 01803 USA

Order: MIK16957241
Date: 1/30/20
Total: \$426.50

Bill To: HARVEY GOLDBERG tarzana
200 N SPRING STREET TARZANA ELEMENTARY SCHOOL
LOS ANGELES CA 90012
United States
Phone: 818-912-0602
Email: etti.wieder@yahoo.com

*POSTER PAPER
FOR EARTH DAY*

Shipment 1

Product Details	Qty.	Total	Shipping Details
→ Canson® XL® Recycled Bristol Pad Item Number:10157082 : 11" x 14" 148	50	\$649.50 -\$260.00	
40 ARPP ONLINE		<u>\$389.50</u>	<i>\$7.79 EACH + TAX</i>
<i>SALES TAX</i>		<i>37 -</i>	<i>50</i>
		<u><u>426.50</u></u>	<u><u>\$389.50</u></u>

SEE BILLING BREAKDOWN ON NEXT PAGE

TNC MICHAELS 1-31-2020



Harvey Goldberg <goldberg.harvey@gmail.com>

City Clerk - NC Funding Program Posted Credit Card Transaction(s)

1 message

Clerk NCFP <clerk.ncfunding@lacity.org>
To: lenjs@earthlink.net, harveygoldberg@sbcglobal.net

Tue, Feb 4, 2020 at 6:00 AM

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Go To NC Funding Portal

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Thank you,

Office of the City Clerk
Administrative Services Division
Neighborhood Council Funding Program

Michaels
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LOS ANGELES
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MasterCard

Amount: \$42.64
Order Subtotal: \$649.50
Cart Level Discount: \$260.00
Shipping: \$0.0
Sales Tax: \$37.00

Total: \$426.50
Shipment

Michaels

Item	Quantity	Price
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Shipping To

Canson® XL® Recycled Bristol Pad

Item No: 10157082

Shipping Method: GROUND

3	49.99
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ESTHER Wieder

5726 Topeka Dr

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Tarzana

CA 91356-1316 US

Phone: 818-912-0602

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Office of the City Clerk
 Administrative Services Division
 Neighborhood Council (NC) Funding Program
 Board Action Certification Form

MAX/ESTHER



NC Name: Tarzana Meeting Date: 1-28-2020

Budget Fiscal Year: 2019 - 2020 Agenda Item No: 14

Board Motion and/or Public Benefit Statement (CIP and NPG): Resolved: The TNC Board approves the Budget Committee's recommendation regarding the request from the Events Committee to approve the following expenses for Earth Day 2020. Awards Ceremony Exp. \$100, Banners \$380, Bounce/Jumper Rental \$300, Event T-Shirts \$400, Flyers \$500, Poster Labels \$150, Poster Paper \$800, Hanging Supplies \$60, Event Day Supplies \$200. Total \$2,890. Funds to come from Unallocated. Vendors TBD.

Vote Count
 Recused Boardmembers must leave the room prior to any discussion and may not return to the room until after the vote is complete.

Board Member Name	Board Position	Yes	No	Abstain	Absent	Ineligible	Recused
Terry Saucier	Board Member	X					
David Garfinkle	Board Member	X					
Pam Blattner	Board Member	X					
Harvey Goldberg	Treasurer						
Eran R. Heissler	1st VP	X			X		
Devon Cromwell	Board Member	X					
Joyce Greene	Board Member	X					
Kenneth Schwartz	Board Member	X					
Susan Rogen	Board Member	X					
Esther Weider	Board Member	X					
Max Flehinger	Secretary	X					
Jeff Mausner	2nd VP	X					
Richard Silverman	Board Member						
Leonard J. Shaffer	President	X					
Barry Edelman	Board Member	X					
Iris Polonsky	Board Member	X					
Susan Lord	Board Member	X					
Bob Shmaeff	Board Member	X					
Scott Diamond	Board Member						
Michael Povar	Board Member	X			X		
Mark Epstein	Board Member	X					
Quorum 10	Total	18			2		

We, the Treasurer and the Second Signer of the above named Neighborhood Council, declare that the information presented on this form is accurate and complete, and that a public meeting was held in accordance with all laws, policies, and procedures. The above was approved by the Neighborhood Council Board, at a Brown Act compliant public meeting where a quorum of the Board was present.

Treasurer's Signature: *Harvey Goldberg*
 Print/Type Name: Harvey Goldberg
 Date: 1-28-2020

Second Signer's Signature: *Leonard J Shaffer*
 Print/Type Name: Leonard J Shaffer
 Date: 1-28-2020

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Burlington, MA 01803 USA

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TNC MICHAELS 1-31-2020



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Order Number: MIK16957241

Payment Information

Michaels

Billing Information	Payment Method	Payment Total
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Amount: \$42.64

Order Subtotal: \$649.50

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Shipping: \$0.00

Sales Tax: \$37.00

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Shipment

Michaels

Item	Quantity	Price
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Shipping To

Canson® XL® Recycled Bristol Pad

Item No: 10157082

Shipping Method: GROUND

3	49.99
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ESTHER Wieder

5726 Topeka Dr

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Tarzana

CA 91356-1316 US

Phone: 818-912-0602

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Eran R. Heissler	1st VP	X			X		
Devon Cromwell	Board Member	X					
Joyce Greene	Board Member	X					
Kenneth Schwartz	Board Member	X					
Susan Rogen	Board Member	X					
Esther Weider	Board Member	X					
Max Flehinger	Secretary	X					
Jeff Mausner	2nd VP	X					
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Shipping To

Canson® XL® Recycled Bristol Pad

Item No: 10157082

Shipping Method: GROUND

3	49.99
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ESTHER Wieder

5726 Topeka Dr

TARZANA ELEMENTARY SCHOOL

Tarzana

CA 91356-1316 US

Phone: 818-912-0602

SHIP-TO-STORE ORDERS: If you chose to ship to a Michaels store, please see an associate at the Custom Framing counter to pick up your order.

Some advertised items may not be available online and/or at all store locations. Pricing in store & online may vary. Percent off discounts are off original price. All credit cards may not be accepted at all stores and online. Selection and regular prices may vary. Typographic and photographic errors are subject to correction at the store level. Due to the seasonal nature of our products, quantities may be limited and there may be no rain checks issued. We reserve the right to limit quantities.

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Net Atlantic, Inc.
10 Federal St., Suite 26
Salem, MA 01970
978-219-1920

INVOICE



Harvey Goldberg
Tarzana Neighborhood Council
19798 Greenbriar Drive
Tarzana, CA 91356

Invoice Summary	
Account	1002581
Reference	Invoice 1002581-154
Date	2020-02-01
Due Date	2020-03-02
Total (\$)	40.00
Amount Due (\$)	0.00

Description	Amount (\$)
Pro Bandwidth Usage Max: 0.007 GB Service Name: 'tarzana-neighborhood-council'	0.00
Pro Anno List Max: 2266 Members Service Name: 'tarzana-neighborhood-council'	40.00

PAID IN FULL

Please tear off and return the bottom portion with your payment. Thank you.

Harvey Goldberg
Tarzana Neighborhood Council
19798 Greenbriar Drive
Tarzana, CA 91356



Payment Summary	
Account	1002581
Reference	Invoice 1002581-154
Due Date	2020-03-02
Amount Due (\$)	0.00

Net Atlantic, Inc.
10 Federal St., Suite 26
Salem, MA 01970

TNC NET ATLANTIC 2-1-2020

Office DEPOT OfficeMax

Tarzana (818) 668-9067

02/04/2020 9:54 AM



V7VTQAP53Q5MYRF6

Labels for Earth Day Poster

SALE 3320-1-9645-895445-19.12.2

463620 LABEL, 5163, 100

2 @ 39.99 79.98

Business Solutions Pro 38.24

You Pay 38.24SS

Subtotal 38.24

Sales Tax 3.63

Total 41.87

MasterCard 5734 41.87

AUTH CODE 014371

TDS Chip Read

AID A0000000041010 MASTERCARD

TVR 0000048000

CVS PIN Verified

Total Savings
\$41.74

WE WANT TO HEAR FROM YOU!

Visit survey.officedepot.com
and enter the survey code below:

V5P7-1J7G-9NX4

The Web Corner, Inc.

19509 Ventura Blvd.

Tarzana, CA 91356

Invoice

Date	Invoice #
2/1/2020	19799

Bill To
Tarzana Neighborhood Council PO Box 571016 Tarzana, CA 91357

PAID
02/07/2020

P.O. No.	Terms	Project
	Due on Receipt	

Quantity	Description	Rate	Amount
1	Monthly Maintenance: includes up to 1.5 hours for; phone support, web development, requests, & website adjustments	150.00	150.00
0	Monthly Hosting for tarzananc.org	15.00	0.00
0	Email Archiving:	3.00	0.00
1	Accounts l.shaffer@tarzananc.org (included in maintenance)		

Please remit payment at your earliest convenience.

Thank you for your business!

Total

\$150.00

VONS.

Store 2039 Dir Bill Cloonan
Main: (818) 881-7020
19333 Victory Blvd.
RESEDA CA 91335

GROCERY

2 QTY ARROWHEAD	7.98 S
CRV SFTDK 24PK NTX	2.40 S
Regular Price	9.98
Card Savings	2.00-

GROC NONEDIBLE

2 QTY VALUE RED	1.98 T
Regular Price	2.38
Card Savings	0.40-
2 QTY CHINET COM	7.98 T
Regular Price	13.98
Card Savings	6.00-

TAX	0.95
**** BALANCE	21.29

Credit Purchase 02/24/20 18:55
CARD # *****5734
REF: 34001517250 AUTH: 00020255

PAYMENT AMOUNT 21.29

AL MASTERCARD
AID A0000000041010
TVR 0000048000
TSI E800

Mastercard 21.29

CHANGE 0.00
TOTAL NUMBER OF ITEMS SOLD = 8
02/24/20 18:55 2039 5 368 2006

As of today, you have accumulated
0 of 8 toward your FREE
Regular size Sandwich.

*REFRESHMENTS
FOR FEB 2020
BOARD MTS*

TNC VONS 2-24-2020

Subway#10292-0 Phone 818-342-2377
19315 Victory Blvd.
Reseda, CA, 91335
Served by: 1 2/24/2020 6:42:01 pm
Term ID-Trans# 1/A-333128

Qty	Size	Item	Price
1		36 Cookie Platter	18.99
1		Extra Large SndPlt	70.00
		-6 Veggie Delite PltPrt	0.00
		-3 Tuna PltPrt	0.00
		-Turkey PltPrt	0.00
1		Extra Large SndPlt	70.00
		-3 Turkey PltPrt	0.00
		-2 Cold Cut Combo PltPrt	0.00
		-3 Spicy Italian PltPrt	0.00
		-2 B.M.T. PltPrt	0.00
Sub Total			158.99
Total (Take Out)			158.99
Credit Card			158.99
Change			0.00

Approval No: 011146
Reference No: 6n31001582598510093
Card Issuer: MasterCard
Account No: *****5734
Acquired: ICC
Amount: \$158.99
Application: MASTERCARD
AID: A0000000041010
MID: 527021002050930
TID: 75500237
Date/Time: 02/24/2020 18:41:50
APPROVED

CUSTOMER COPY

Host Order ID: 3435825985214279

Lettuce know how we did today at
global.subway.com and we'll send
you a sweet offer.

re-ceipt powered by mobility

REFRESHMENTS
FOR FEB 2020
BOARD MTS

TNC SUBWAY 2-24-2020



AppleOne

AppleOne Employment
P.O. Box 29048
Glendale CA 91209-9048
Tel: 818-240-8688
Email:
TIN 95-2580864

City of LA - DONE -TARZANA NC

Accounts Payable

Los Angeles, CA 90012

Invoice

Customer 00950101
Site No: 0048
Period 01/11/2020
Invoice No: S8157238
Amount Due: \$369.60
Payment UPON RECEIPT

Contract #	Requestor	Location	Name	Weekend	Invoice Date	Reg Hrs	Reg Rate	OT Hrs	OT Rate	Misc Hrs	Misc Rate	Amount
C-132956	Len Shaffer	Tarzana Nc	Kramer, Patricia		01/11/2020	8.00	\$23.10	0.00	\$0.00	0.00	\$0.00	\$184.80
C-132956	Len Shaffer	Tarzana Nc	Kramer, Patricia		01/11/2020	8.00	\$23.10	0.00	\$0.00	0.00	\$0.00	\$184.80
Sub Total For:		S8157238				16.00		0.00		0.00		\$369.60
Grand Total Invoice Amount						16.00		0.00		0.00		\$369.60

Please remit payment to:

Appleone Employment Services
P.O. Box 29048
Glendale, CA 91209-9048

You can now pay electronically through



Visit www.ApplePay.com or Call (866)898-7152 for details

*these are
duplicates
only one thing
paid*

*minutes December 2019
Board meeting*



AppleOne
AppleOne Employment Services

City of Los Angeles

Invoice S8157238 Line 1 82930 PC10831120

Submitted By Associate : Patricia Kramer(patkramerwrites@aol.com 1/6/2020 11:32:16 AM

Approved By Supervisor: valerlaa 1/7/2020 3:12:39

Processed By : valerlaa 1/7/2020 3:12:39 PM

Tc serial No



PC108311

Client Verification	
Company Name	City of Los Angeles D.O.N.E.
Total Hours Worked (In Numbers):	Total Hours Worked (In Words):
I am an authorized representative of City of Los Angeles D.O.N.E. and certify that the employee(s) worked the hours indicated with services performed satisfactorily.	
Client Name and Title (Please Print)	City of Los Angeles D.O.N.E. 002
Client Signature:	<i>Patricia Kramer</i>

Week Ending	1	1	1	2	0	Assignment Completed	Yes	No
Saturday	Month	Day	Year			If yes, call your office.		

Employee name (Print) **Kramer, Patricia**

Social Security Number:	-	-	-	-	-	9	7	8	5
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I certify that these hours and dates are correct and have been approved by the client. I further certify that I suffered no injuries during this work period. I understand that when this assignment ends, I remain available for reassignment as an employee of AppleOne and it is my responsibility to contact the Company for reassignment. Provided that, a.) I have submitted this timesheet for all hours worked in the previous week, b.) timesheet is approved by Client and c.) it is received by the local branch by the prescribed deadline, I agree that as an hourly employee, I will be paid for my services on the Friday of the week following the week covered by this timesheet even if my assignment ends prior to that date, unless (1) AppleOne notifies me that I am not available for reassignment and I have been discharged, or (2) I notify AppleOne that I have resigned and do not wish to be reassigned, in which event I will be paid within the time periods specified by applicable law of the state of my employment, if such law requires payment in advance of the next scheduled pay date. I agree for a period of six (6) months after completion of my current assignment with the client identified on this time card, that I will immediately notify AppleOne if I provide my services to this client as an employee or contractor or as an employee of any other temporary or outsourcing service. I CONFIRM I WAS ALLOWED TO TAKE MEAL/REST BREAKS IN ACCORDANCE TO STATE LAW IN THE STATE OF MY EMPLOYMENT. (IF DENIED ANY MEAL/REST BREAK, CONTACT (800) 270-9120 IMMEDIATELY TO REPORT VIOLATION.)

	Start Time		Finish Time		Less Lunch		Total Reg		Total OT		Total DT		OT Approval
	Hrs	Min	Hrs	Min	Hrs	Min	Hrs	Min	Hrs	Min	Hrs	Min	
SUN	8	0	5	0	1	0	8	0					
MON													
TUE													
WED													
THUR													
FRI													
SAT													
Total Hours & Minutes Worked This Week							8	0	0	0	0	0	
Office Use Only:													
Hours & Minutes Converted to Nearest Minute													
Corporate Use Only:													

Employee Signature	Date
Dept / Cost Center	Project
Supervisors Name	Supervisors Phone #
Box1	Box2
Box3	Box4
Office Use Only :	
Total Hours:	

City & State where services were performed City & State of Residence

I have read and agreed to the Condition of Service as follows except where a Condition is superseded by a contractual agreement with AppleOne (COMPANY):

- CLIENT will not entrust COMPANY employees with the care, custody or control of premises, custody or control of cash, negotiables, valuables or similar property. If computer work is involved, employees are not to be informed of any confidential access codes, or be permitted unsupervised access to confidential information, unless authorized in writing by COMPANY. COMPANY shall incur no liability, as a consequence of CLIENT having entrusted cash, negotiable securities or other items of value to any employee of COMPANY, except where CLIENT so acted with the prior written consent of COMPANY. CLIENT understands that criminal and drug screening services are available for an additional fee and must be agreed to in writing by both CLIENT and COMPANY. CLIENT or CLIENT's employees shall not pay COMPANY employees directly or advance any funds to them.
- COMPANY employees are not permitted to operate machinery or drive any motorized vehicle (including their personal vehicle), while working for CLIENT. These restrictions may be waived only if a waiver is obtained in writing from a COMPANY officer. COMPANY employees are not supervised by COMPANY; they are subject at all times to CLIENT's direct and indirect supervision. CLIENT agrees to defend, indemnify and hold harmless COMPANY from any claims for bodily injury including death, or property damage, arising out of the use or operation of CLIENT's owned, non-owned or leased vehicles, machinery or equipment by COMPANY employees.
- CLIENT agrees to comply with state and federal civil rights laws, and other employment-related laws, including meal/rest break periods per wage and hour laws and indemnify COMPANY from any claims as a result of any violation of such laws resulting from CLIENT's conduct.
- CLIENT agrees to comply with all laws and ordinances relating to work site health and safety, and agrees to provide employees of COMPANY a safe and healthful workplace. CLIENT agrees that it shall have in place at all times an ongoing safety program, in compliance with all laws and ordinances related to employee safety. CLIENT agrees to indemnify, defend and hold harmless COMPANY for claims, damages or penalties arising out of violations of the Occupational Safety and Health Act of 1970, or any similar state law with respect to workplaces owned, leased or supervised by CLIENT, and to which COMPANY employees are assigned.
- CLIENT understands COMPANY's employees are assigned to CLIENT to render temporary service and, absent agreement to the contrary, are not assigned to become employed by CLIENT. CLIENT acknowledges the considerable expense incurred by COMPANY to advertise, recruit, evaluate, train and quality control its employees. Accordingly, CLIENT will not without the written consent of COMPANY management, hire a COMPANY employee, interfere with the employment relationship between COMPANY and its employees, or directly or indirectly cause a COMPANY employee to transfer to another temporary help service. The COMPANY employee has been referred to CLIENT on a temporary basis while seeking direct hire employment through COMPANY. If CLIENT either directly or indirectly, such as through any company within CLIENT's control, solicits, or offers employment to, and/or hires this person as an employee or consultant or utilizes this person's services through another temporary or outsourcing service within six (6) months after termination of this person's temporary assignment with COMPANY at CLIENT, CLIENT agrees to pay COMPANY a conversion fee in accordance with the COMPANY's standard direct hire placement fee, stipulated at 1% per \$1,000 of the employee's annualized wage or salary, up to a maximum fee of 30%. (Example: For a \$21,000 annual salary the fee would be computed as follows: 1% x 21 (the # of \$1,000's in \$21,000) x \$21,000 = \$21,000 = \$4,410 fee). CLIENT FULLY UNDERSTANDS THIS FEE CALCULATION AND WILL ASK COMPANY'S REPRESENTATIVE TO EXPLAIN IT IF UNSURE. CLIENT will not reassign or relocate a COMPANY employee without prior written approval of COMPANY. CLIENT agrees to assume all liability for any third party claim, arising after any reassignment/relocation without prior approval of COMPANY.
- This Agreement shall be governed by the laws of the State of California. Any legal matters concerning this Agreement, or the CLIENT's and COMPANY's rights or obligations pursuant hereto, shall be instituted at the Los Angeles County Superior Court or any other location at the discretion of the COMPANY. CLIENT waives any rights it may have to a change of venue, in the event that any party commences any legal or equitable action or other proceeding, the prevailing party shall be entitled to recover reasonable attorney's fees in addition to any other relief to which the party may be entitled.
- CLIENT agrees to NET UPON RECEIPT, in absence of a written agreement to the contrary, and understands that unpaid accounts will be considered in default after thirty (30) days after the invoice due date. Thereafter, a default charge will be imposed at 1.5% per month on any unpaid balance (APR of 18%). CLIENT agrees to pay default charge and attorney's fees for cost of collection.

Reference ID 5971249



AppleOne

AppleOne Employment Services

City of Los Angeles

Invoice	S8157238	Line 1	82930	XH88143920
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Web TimeCard

Imaged on 1/7/2020

Client Name: City of LA - DONE- TARZANA NC (009501010048)

Employee Name: Kramer, Patricia

Serial Number: XH88143920

Week Ending: 1/11/2020

Day	Date	IN	OUT	Lunch	Total	Reg	Over	Double
Sun	1/5/2020	8:30 AM	4:30 PM	0:00	8:00	8:00	0:00	0:00

SubTotals					08:00	08:00	00:00	00:00
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Submitted By: Patricia Kramer|patkramerwrites@aol.com on 1/6/2020

Preapproved By: <not available> on <not available>

Approved By: valeriaa on 1/7/2020

Processed By: valeriaa on 1/7/2020