

FILL IN ALL THE UNSHADED (WHITE) FIELDS (Must be submitted to the Department within 10 days of Board Approval along with documentation and hard copy)

EXPENDITURES BY LINE ITEM (for more than 12 expenditures, you may continue entering on page 3 of this worksheet - see below)									
A	Date / Item / Service Description	BUDGET CATEGORY	VENDOR	INVOICE NUMBER	OUT OF STATE VENDOR	1099 Reportable	TOTAL		
1	2/6/15 Mailing List Maintenance	OUTREACH	Net Atlantic	1002581-94			\$45.00		
2	2/20/15 Web Site Maintenance	OUTREACH	The Web Cvrner	11105			\$150.00		
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)							\$195.00		
CUMULATIVE EXPENDITURES FROM PRIOR MONTHS							\$7,560.16		
C OUTSTANDING COMMITMENTS									
C 1. Outstanding Checks (checks that have been issued, but have not yet cleared the account)									
C 2. Ren/Lease									
C 3. Contractual Services									
C 4. Large Purchases									
C 5. Neighborhood Purpose Grants (pending or in process)									
C 6. Temporary Staffing Services									
C 7. Storage									
C 8. Other Outstanding Commitments ==> Description:									
SUBTOTAL: Outstanding Commitments							\$0.00		
D Total Expenditures & Commitments							\$7,755.16		
E Total Adjustments by Department (such as use taxes assessed, credits from prior fiscal years, etc)									
F Approved Budget 2014-2015							\$37,000.00		
G Balance of Budget							\$29,244.84		

Reporting Month:	FEBRUARY
NC Name:	Tarzana NC

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$3,126.06	\$3,993.94	\$7,120.00	\$195.00	\$6,925.00

MONTHLY BUDGETARY ANALYSIS					
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	Total Spent in Prior Months (C)	Unspent Budget Balance (D) = A - B - C
100	Operations	\$5,405.00	\$0.00	\$1,758.47	\$3,646.53
200	Outreach	\$18,532.24	\$195.00	\$5,623.68	\$12,713.56
300	Community Improvement	\$978.01	\$0.00	\$178.01	\$800.00
400	NPG	\$6,700.00	\$0.00	\$0.00	\$6,700.00
500	Elections	\$5,384.75	\$0.00	\$0.00	\$5,384.75
900	Unallocated	\$5,384.75	\$0.00	\$0.00	\$5,384.75
	TOTAL	\$37,000.00	\$195.00	\$7,560.16	\$29,244.84

NEIGHBORHOOD COUNCIL DECLARATION

We, the Treasurer and Signer of the above indicated Council, declare that the information presented on this form is accurate and complete, and will furnish additional documentation to the Department of Neighborhood Empowerment upon request.

Treasurer Signature		Signer's Signature	
Print Name	Harvey Goldberg	Print Name	Len Shaffer
Date		Date	
NC Additional Comments			

Revision Date 1-26-15

Reporting Month:	FEBRUARY
NC Name:	Tarzana NC

ACCOUNT DETAIL

Account Activity	Search	
Business Basics-4365		Download Account Detail
Available Balance	\$6,875.00	
Ledger Balance as of 03/06/2015	\$6,875.00	

Select Period Show by Save this view

Date	Transactions	Category	Amount	Running Balance
03/06/2015	CARLAS CAF STUDIO CITY CA STUDIO CITY CA	Electronic debits	-\$200.00	\$6,875.00
03/06/2015	NET ATLANT SALEM MA SALEM MA	Electronic debits	-\$45.00	\$7,075.00
03/03/2015	CITY OF LOS ANGE EFT PAYMT PPD *****0735	Electronic Credits	\$195.00	\$7,120.00
02/20/2015	Check #5023 <i>web Courier</i>	Checks	-\$150.00	\$6,925.00
02/09/2015	CITY OF LOS ANGE EFT PAYMT PPD *****0735	Electronic Credits	\$3,120.00	\$7,075.00
02/06/2015	NET ATLANT 10 FEDERAL STRE SALEM MA	Electronic debits	-\$45.00	\$3,955.00
02/02/2015	CITY OF LOS ANGE EFT PAYMT PPD *****0735	Electronic Credits	\$873.94	\$4,000.00
01/26/2015	OFFICE DEP 19611 PARTHENIA NORTHRIDGE CA	Electronic debits	-\$65.39	\$3,126.06
01/22/2015	Check #5021	Checks	-\$184.80	\$3,191.45
01/20/2015	Check #5022	Checks	-\$150.00	\$3,376.25
01/16/2015	OFFICE DEP 18211 VENTURA B TARZANA CA	Electronic debits	-\$7.95	\$3,526.25

Showing 1 - 11 of 11 transactions

Tip: To nickname your accounts, go to Account Services.

The Web Corner, Inc.

19509 Ventura Blvd
Tarzana, CA 91356

Invoice

Date	Invoice #
2/1/2015	11105

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

PAID
02/20/2015

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
	Phone Support and General Web Development	150.00	150.00
Total			\$150.00

Add Payee	Make Payments	Recurring	Scheduled Payments (1)	History
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Done. Payment has been scheduled. Your account will be debited for payment(s) you have scheduled on the Arrive By date you have selected or on the date presented by the payee if the payment was sent by laser draft, not on the date the payment is sent.

Pay To	Pay From	Frequency	Duration	Arrive By	Amount	Confirmation #
Web Corner - COUN	Business Basics Checking -4365	One-Time		02/20/2015	\$150.00	HYDZ3-V227M
	Memo: Inv # 11105					
Total Payments					\$150.00	

[Make More Payments](#)

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 1002581-94
Date	2015-02-01
Due Date	2015-03-03
Total (\$)	45.00
Amount Due (\$)	45.00

Description	Amount (\$)
Pro Bandwidth Usage Max: 0.247 GB Service Name: 'tarzana-neighborhood-council'	0.00
Pro Anno List Max: 3046 Members Service Name: 'tarzana-neighborhood-council'	45.00

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

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



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

Payment Summary	
Account	1002581
Reference	Invoice 1002581-94
Due Date	2015-03-03
Amount Due (\$)	45.00
Amount Enclosed	
Check Number	
Please make checks payable to Net Atlantic, Inc.	
New monies owed will be collected via credit card on 2015-02-04.	