

Department of Neighborhood Empowerment

Reporting Month:	OCTOBER	MONTHLY EXPENDITURE REPORT
NC Name:	Encino	Submitted: 11/27/2016 11:22:05
Budget Fiscal Year:	2016-2017	



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	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
1	FACEBOOK			10/3/2016 BOOST CHARGES	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$40.54
2	THE PRINT HOUSE	86395		10/6/16 FLYERS FOR TASTE OF ENCINO	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$173.31
3	PARTNERS IN DIVERSITY	SEE ATT'D		10/14/2016 TEMP STAFFING	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$689.91
4	THE WEB CORNER	13999		10/14/16 WEB SITE SUPPORT	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$99.00
5	VISTAPRINT			10/24/16 BUSINESS CARDS	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$22.88
6	VISTAPRINT			10/24/16 BUSINESS CARDS	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$35.74
7	OFFICE DEPOT			MEETING	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$75.21
8	MULBERRY STREET PIZZA			10/25/2016 FOOD FOR MEETING	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$210.00
9	SMART & FINAL			10/24/16 DRINKS/SUPPLIES FOR GEN MTG	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$19.15
10	LANAI ROAD SCHOOL	ENC 13701	ENC13686	10/26/2016 REPLACE PRIOR YR NPG CHECKS	PRIOR YR NPG	<input type="checkbox"/>	<input type="checkbox"/>	\$1,136.00
11	AAUW SFV			10/31/16 COSPONSOR	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$100.00
12						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Expenditures by Line Item (May include totals on page 3, if entered)								\$2,601.74
B	CUMULATIVE EXPENDITURES FROM PRIOR MONTHS (CURRENT FISCAL YR)							\$5,190.88
C	OUTSTANDING COMMITMENTS (OBLIGATIONS)							
1	DEBRA GEORGE	Oct 6A3,4,5		REIMBURSEMENTS	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$161.29
2	PARTNERS IN DIVERSITY	Budget		OCTOBER PAYROLL	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$566.15
3	DEBRA GEORGE	Aug 5a4		REIMBURSEMENT NOT CLEARED	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$14.50
4	PARTNERS IN DIVERSITY	Budget		EXPECTED BALANCE OF TEMP STAFFING	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$8,461.00
5	OFFICE DEPOT, MISC	Budget		EXPECTED BALANCE OF OP. COST	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$1,465.00
6	WEB & CABLE	Budget		EXPECTED BALANCE FOR YEAR	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$1,424.00
7	Meeting costs	Budget		EXPECTED BALANCE FOR YEAR	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$2,400.00
8	Printing House or other	Aug 6B2		Balance authorised for printing	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$1,426.69
9	PARTNERS IN DIVERSITY	Oct. 6A2		Legal secretary - Bylaw revision authorised	OPERATIONS	<input type="checkbox"/>	<input type="checkbox"/>	\$500.00
10	VANC	Oct5A1		VANC events	OUTREACH	<input type="checkbox"/>	<input type="checkbox"/>	\$500.00
SUBTOTAL: Outstanding Commitments (Includes total on page 3)								\$16,918.63
D	Total Expenditures & Commitments							\$24,711.25
E	Total Adjustments (such as use taxes assessed, prior fiscal years items, etc) (use '-' for credits, '+' for deductions)							(\$1,136.00)
F	Approved Budget 2016-2017							\$37,000.00
G	Balance of Budget 2016-2017							\$13,424.75

Reporting Month:	OCTOBER
NC Name:	Encino

MONTHLY CASH RECONCILIATION				
Beginning Balance (A)	Funds Deposited (B)	Total Available (C) = (A+B)	Cash Spent this Month (D)	Remaining Balance (E) = C - D
\$4,768.01	\$9,191.11	\$13,959.12	\$2,601.74	\$11,357.38

MONTHLY CASH FLOW ANALYSIS						
Category Identifier	Budget Category	Adopted Budget (A)	Total Spent this Month (B)	FY 2015-16 Expenses Cleared in FY 2016-17 (C)	Total Spent in Prior Months (D)	Unspent Budget Balance (E) = A - B - D
100	Operations	\$14,300.00	\$689.91	\$0.00	\$2,501.49	\$11,108.60
200	Outreach	\$8,500.00	\$775.83	\$0.00	\$1,968.90	\$5,755.27
300	Community Improvement	\$4,200.00	\$0.00	\$0.00		\$4,200.00
400	NPG	\$10,000.00	\$0.00	\$1,136.00	\$720.49	\$9,279.51
500	Elections		\$0.00	\$0.00		\$0.00
	TOTAL	\$37,000.00	\$1,465.74	\$1,136.00	\$5,190.88	\$30,343.38

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	PATRICIA BATES	Print Name	DEBRA GEORGE
Date		Date	
NC Additional Comments			

Reporting Month:	OCTOBER
NC Name:	Encino

ADDITIONAL EXPENDITURES BY LINE ITEM (Optional, do not print page 3 unless you use it)								
A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
13						<input type="checkbox"/>	<input type="checkbox"/>	
14						<input type="checkbox"/>	<input type="checkbox"/>	
15						<input type="checkbox"/>	<input type="checkbox"/>	
16						<input type="checkbox"/>	<input type="checkbox"/>	
17						<input type="checkbox"/>	<input type="checkbox"/>	
18						<input type="checkbox"/>	<input type="checkbox"/>	
19						<input type="checkbox"/>	<input type="checkbox"/>	
20						<input type="checkbox"/>	<input type="checkbox"/>	
21						<input type="checkbox"/>	<input type="checkbox"/>	
22						<input type="checkbox"/>	<input type="checkbox"/>	
23						<input type="checkbox"/>	<input type="checkbox"/>	
24						<input type="checkbox"/>	<input type="checkbox"/>	
25						<input type="checkbox"/>	<input type="checkbox"/>	
26						<input type="checkbox"/>	<input type="checkbox"/>	
27						<input type="checkbox"/>	<input type="checkbox"/>	
28						<input type="checkbox"/>	<input type="checkbox"/>	
29						<input type="checkbox"/>	<input type="checkbox"/>	
30						<input type="checkbox"/>	<input type="checkbox"/>	
31						<input type="checkbox"/>	<input type="checkbox"/>	
32						<input type="checkbox"/>	<input type="checkbox"/>	
33						<input type="checkbox"/>	<input type="checkbox"/>	
34						<input type="checkbox"/>	<input type="checkbox"/>	
35						<input type="checkbox"/>	<input type="checkbox"/>	
36						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Expenditures by Line Item								\$0.00

Reporting Month:	OCTOBER
NC Name:	Encino

ADDITIONAL OUTSTANDING COMMITMENTS BY LINE ITEM (Optional, do not print page 3 unless you use it)								
A	VENDOR	INVOICE NUMBER	APPROVAL CODE	DATE / DESCRIPTION	BUDGET CATEGORY	OUT OF STATE VENDOR	1099 Reportable	TOTAL
11						<input type="checkbox"/>	<input type="checkbox"/>	
12						<input type="checkbox"/>	<input type="checkbox"/>	
13						<input type="checkbox"/>	<input type="checkbox"/>	
14						<input type="checkbox"/>	<input type="checkbox"/>	
15						<input type="checkbox"/>	<input type="checkbox"/>	
16						<input type="checkbox"/>	<input type="checkbox"/>	
17						<input type="checkbox"/>	<input type="checkbox"/>	
18						<input type="checkbox"/>	<input type="checkbox"/>	
19						<input type="checkbox"/>	<input type="checkbox"/>	
20						<input type="checkbox"/>	<input type="checkbox"/>	
21						<input type="checkbox"/>	<input type="checkbox"/>	
22						<input type="checkbox"/>	<input type="checkbox"/>	
23						<input type="checkbox"/>	<input type="checkbox"/>	
24						<input type="checkbox"/>	<input type="checkbox"/>	
25						<input type="checkbox"/>	<input type="checkbox"/>	
26						<input type="checkbox"/>	<input type="checkbox"/>	
27						<input type="checkbox"/>	<input type="checkbox"/>	
28						<input type="checkbox"/>	<input type="checkbox"/>	
29						<input type="checkbox"/>	<input type="checkbox"/>	
30						<input type="checkbox"/>	<input type="checkbox"/>	
31						<input type="checkbox"/>	<input type="checkbox"/>	
32						<input type="checkbox"/>	<input type="checkbox"/>	
33						<input type="checkbox"/>	<input type="checkbox"/>	
34						<input type="checkbox"/>	<input type="checkbox"/>	
SUBTOTAL: Expenditures by Line Item								\$0.00



STATEMENT OF ACCOUNTS

UNION BANK
CENTURY CITY 0206
PO BOX 512380
LOS ANGELES CA 90051-0380

Telephone Banking

For 24-hour Automated Direct Service
800-238-4486
800-826-7345(TDD)
Representatives are available
Monday through Saturday

To open additional accounts,
or apply for loans, call your
banking office at 310-551-8900

You may also access your account online
at unionbank.com

Thank you for banking with us
since 2014

ENCINO NEIGHBORHOOD COUNCIL
200 N SPRING ST FL 20
LOS ANGELES CA 90012-4801

- Use Online Banking Bill Pay system to help you save time and get more control. Easy setup: it only takes minutes to add payees and start paying your bills securely online. To learn more, please visit: www.unionbank.com/billpay

Business Basics Checking Summary

Account Number: [REDACTED]

Days in statement period: 31

Balance on 10/1	\$	4,768.01
Additions		9,191.11
Subtractions		-2,601.74
	Checks	-199.00
	Payments	-1,825.91
	Purchases	-576.83
Balance on 10/31	\$	11,357.38
Statement Average Ledger Balance		11,230.07

We waived your service charge this statement period.

Additions

Date	Description/Location	Reference	Amount
10/7	CITY OF LOS ANGE EFT PAYMT PPD *****0735	57855897	\$ 9,191.11

Checks

Number	Date	Reference	Amount	Number	Date	Reference	Amount
5057	10/14	06793094	99.00	5058	10/31	08316608	100.00
Total							\$ 199.00

Payments *online and electronic banking*

Date	Description/Location	Reference	Amount
10/14	PARTNERS IN DIVE ONLINE PMT WEB UN1682190818POS	53017315	\$ 689.91
10/26	LANAI ROAD SCHOO ONLINE PMT WEB UN1682190818POS	52844338	1,136.00
Total			\$ 1,825.91

Purchases *ATM card and Debit card™ purchases*

Date	Description/Location	Reference	Amount
10/3	FACEBK 24X 650-6187714 CA 650-6187714 CA	72666400	\$ 40.54

Purchases *ATM card and Debit card™ purchases*

<i>Date</i>	<i>Description/Location</i>	<i>Reference</i>	<i>Amount</i>
10/6	THE PRINTI ENCINO CA ENCINO CA	71918444	173.31
10/24	VISTAPR*VI 866-8936743 MA 866-8936743 MA	73179528	22.88
10/24	VISTAPR*VI 866-8936743 MA 866-8936743 MA	73179529	35.74
10/24	OFFICE DEP 800-463-3768 CA 800-463-3768 CA	73179530	75.21
10/25	MULBERRY S ENCINO CA ENCINO CA	73829969	210.00
10/26	SMARTNFINA ENCINO CA ENCINO CA	70618328	19.15
Total			\$ 576.83

Information and Banking Office Services**For each monthly statement period your account includes:**

- Unlimited free Information Services calls to 24-hour Automated Direct Service
- Banking office Information Services calls are \$0.00
- Banking office deposits are \$0.00

Your account was not charged for information and banking office services during the statement period.



Facebook, Inc.
 1601 Willow Road
 Menlo Park, CA 94025-1452
 United States

Account: 249205780

Transaction #936110796500718-2111232

Description	Facebook Ads Payment
Account	249205780
Transaction Date	09/30/2016 2:28am
Amount Billed	\$40.54 USD
Billing Reason	Remaining ad costs at the end of the month.
Method	MasterCard xxxx xxxx xxxx 4209 - Reference Number 24X7H9S392
Status	Payment Completed

Billing Activity

For advertising services provided from 09/28/2016 12:00am to 09/28/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	56 Impressions	\$1.13 USD
6056862294718	Post: "Encino Neighborhood C...ncil General Board Meeting"	36 Impressions	\$0.47 USD
6057102071718	Post: "Is every citizen you know age 18 and over..."	22 Impressions	\$0.39 USD

Total \$1.99 USD

Billing Activity

For advertising services provided from 09/27/2016 12:00am to 09/27/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	58 Impressions	\$1.07 USD
6056862294718	Post: "Encino Neighborhood C...ncil General Board Meeting"	66 Impressions	\$0.93 USD
6057102071718	Post: "Is every citizen you know age 18 and over..."	113 Impressions	\$1.61 USD

Total \$3.61 USD

Billing Activity

For advertising services provided from 09/26/2016 12:00am to 09/26/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	52 Impressions	\$1.00 USD
6056862294718	Post: "Encino Neighborhood C...ncil General Board Meeting"	89 Impressions	\$1.14 USD

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6056909900118	Post: "Congress of Neighbor...s is in session. Encino..."	27 Impressions	\$0.50 USD
6056915673518	Event: Encino Neighborhood C...ncil General Board Meeting	47 Impressions	\$0.68 USD

Total

\$3.32 USD

Billing Activity

For advertising services provided from 09/25/2016 12:00am to 09/25/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	53 Impressions	\$1.10 USD
6056862294718	Post: "Encino Neighborhood C...ncil General Board Meeting"	66 Impressions	\$1.00 USD
6056909900118	Post: "Congress of Neighbor...s is in session. Encino..."	40 Impressions	\$1.02 USD
6056915673518	Event: Encino Neighborhood C...ncil General Board Meeting	91 Impressions	\$1.10 USD

Total

\$4.22 USD

Billing Activity

For advertising services provided from 09/24/2016 12:00am to 09/24/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	54 Impressions	\$1.11 USD
6056862294718	Post: "Encino Neighborhood C...ncil General Board Meeting"	89 Impressions	\$1.01 USD
6056909900118	Post: "Congress of Neighbor...s is in session. Encino..."	26 Impressions	\$0.48 USD
6056915673518	Event: Encino Neighborhood C...ncil General Board Meeting	18 Impressions	\$0.22 USD

Total

\$2.82 USD

Billing Activity

For advertising services provided from 09/23/2016 12:00am to 09/23/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	90 Impressions	\$1.02 USD
6056862294718	Post: "Encino Neighborhood C...ncil General Board Meeting"	36 Impressions	\$0.45 USD

Total

\$1.47 USD

Billing Activity

For advertising services provided from 09/23/2016 12:00am to 09/23/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	1 Impression	\$0.01 USD

Total

\$0.01 USD

Billing Activity

For advertising services provided from 09/22/2016 12:00am to 09/22/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	67 Impressions	\$1.03 USD

Total

\$1.03 USD

Billing Activity

For advertising services provided from 09/21/2016 12:00am to 09/21/2016 11:59pm

Ad ID	Ad Name	Details	Amount
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6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	109 Impressions	\$1.09 USD
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Total

\$1.09 USD

Billing Activity

For advertising services provided from 09/20/2016 12:00am to 09/20/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	76 Impressions	\$0.98 USD

Total

\$0.98 USD

Billing Activity

For advertising services provided from 09/19/2016 12:00am to 09/19/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	99 Impressions	\$0.95 USD

Total

\$0.95 USD

Billing Activity

For advertising services provided from 09/18/2016 12:00am to 09/18/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	82 Impressions	\$1.06 USD

Total

\$1.06 USD

Billing Activity

For advertising services provided from 09/17/2016 12:00am to 09/17/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	96 Impressions	\$1.05 USD

Total

\$1.05 USD

Billing Activity

For advertising services provided from 09/17/2016 12:00am to 09/17/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	1 Impression	\$0.01 USD

Total

\$0.01 USD

Billing Activity

For advertising services provided from 09/16/2016 12:00am to 09/16/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6056316777518	Post: /encinoneighborhoodcou...5 to fans and their friends	99 Impressions	\$0.99 USD

Total

\$0.99 USD

Billing Activity

For advertising services provided from 09/12/2016 12:00am to 09/12/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6055954270118	Post: /encinoneighborhoodcou...9 to fans and their friends	94 Impressions	\$0.98 USD
6055954537118	Post: /encinoneighborhoodcou...3 to fans and their friends	98 Impressions	\$0.99 USD

Total

\$1.97 USD

Billing Activity

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For advertising services provided from 09/11/2016 12:00am to 09/11/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6055491119718	Post: /encinoneighborhoodcou...3 to fans and their friends	6 Impressions	\$0.19 USD
6055954270118	Post: /encinoneighborhoodcou...9 to fans and their friends	79 Impressions	\$1.02 USD
6055954537118	Post: /encinoneighborhoodcou...3 to fans and their friends	108 Impressions	\$1.01 USD

Total \$2.22 USD

Billing Activity

For advertising services provided from 09/10/2016 12:00am to 09/10/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6055491119718	Post: /encinoneighborhoodcou...3 to fans and their friends	60 Impressions	\$0.92 USD

Total \$0.92 USD

Billing Activity

For advertising services provided from 09/09/2016 12:00am to 09/09/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6055491119718	Post: /encinoneighborhoodcou...3 to fans and their friends	70 Impressions	\$0.89 USD

Total \$0.89 USD

Billing Activity

For advertising services provided from 09/08/2016 12:00am to 09/08/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6055491119718	Post: /encinoneighborhoodcou...3 to fans and their friends	97 Impressions	\$0.96 USD

Total \$0.96 USD

Billing Activity

For advertising services provided from 09/07/2016 12:00am to 09/07/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6055491065918	Post: /encinoneighborhoodcou...7 to fans and their friends	11 Impressions	\$0.17 USD
6055491119718	Post: /encinoneighborhoodcou...3 to fans and their friends	79 Impressions	\$0.99 USD

Total \$1.16 USD

Billing Activity

For advertising services provided from 09/06/2016 12:00am to 09/06/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6055491065918	Post: /encinoneighborhoodcou...7 to fans and their friends	85 Impressions	\$0.85 USD
6055491119718	Post: /encinoneighborhoodcou...3 to fans and their friends	87 Impressions	\$1.13 USD

Total \$1.98 USD

Billing Activity

For advertising services provided from 09/05/2016 12:00am to 09/05/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6055491065918	Post: /encinoneighborhoodcou...7 to fans and their friends	93 Impressions	\$1.07 USD
6055491119718	Post: /encinoneighborhoodcou...3 to fans and their friends	69 Impressions	\$1.00 USD

Total \$2.07 USD

ENCINO NC OCTOBER 2016 MER ITEM A1

Billing Activity

For advertising services provided from 09/04/2016 12:00am to 09/04/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6055491065918	Post: /encinoneighborhoodcou...7 to fans and their friends	66 Impressions	\$1.20 USD
6055491119718	Post: /encinoneighborhoodcou...3 to fans and their friends	64 Impressions	\$1.09 USD

Total

\$2.29 USD

Billing Activity

For advertising services provided from 09/03/2016 12:00am to 09/03/2016 11:59pm

Ad ID	Ad Name	Details	Amount
6055491065918	Post: /encinoneighborhoodcou...7 to fans and their friends	62 Impressions	\$0.71 USD
6055491119718	Post: /encinoneighborhoodcou...3 to fans and their friends	54 Impressions	\$0.77 USD

Total

\$1.48 USD

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NAME Encino Neighborhood Council DATE 10/3/16
 ADDRESS _____ SUITE _____ DUE DATE _____ TIME _____
 CITY _____ STATE _____ ZIP _____ CUSTOMER P.O.# _____
 ATTN: Gail EXT _____ SALES PERSON BJ
 PHONE (310) 490-4915 FAX (____) _____ SHIP TO: _____
 E-MAIL: _____

PICK UP <input checked="" type="checkbox"/>	TERMS OF SALE	
DELIVER <input type="checkbox"/>	COD <input type="checkbox"/>	ON ACCOUNT <input type="checkbox"/>
CALL <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SHIP <input type="checkbox"/>	CK. # _____	
MAILING <input type="checkbox"/>	<input type="checkbox"/> VISA	<input type="checkbox"/> M.C
	<input type="checkbox"/> AMEX	<input type="checkbox"/> CASH

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	2300	post cards		
2				
3				
4				
5				
6				
7				
8				
9				
10				

THE PRINTING HOUSE
16938 VENTURA BLVD
ENCINO CA 91316
818-380-0380

Terminal ID: 01710187 6781
10/5/16 1:01 PM

Debit MasterCard - INSERT
AID: A000000041010
ACCT #: *****4209

CREDIT SALE
UID: 627940058393 REF #: 1298
BATCH #: 134 AUTH #: 090203

AMOUNT \$173.31

PAID

**Full Color Printing
Banners • Mailing**

APPROVED
TC - 79387860B8232D25
CUSTOMER COPY

NET SUB TOTAL	159 00
SALES TAX / RESALE	14 31
SUBTOTAL	173 31
SHIPPING / DELIVERY	—
POSTAGE	—
DEPOSIT CHECK # _____	—
TOTAL DUE	173 31

Received by: _____ Print Name: _____ Date: _____

No statement will be sent. Please pay from this invoice. Account late charge of 1 1/2% per month.

ENCINO NC OCTOBER 2016 MER ITEM A2

Thank You



PARTNERS IN DIVERSITY, INC.
A Small Business, Women Owned Enterprise

INVOICE

Invoice Amount
\$261.37

Remit to: Partners In Diversity, Inc.
ASGE Marquette Commercial Finance
NW 6333 P.O. Box 1450
Minneapolis, MN 55485-6333

Payment Terms	Invoice Date
Due On Receipt	09/26/2016
Invoice No.	Customer No.
25253	1510

Neighborhood Council/Encino
4924 Paso Robles Ave
Encino, CA 91316

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/Encino	Corporate	1510	Due On Receipt

Description	Type	Units	Rate	Amount
Week ending: 09/25/2016				
Ackerman, Jason E Executive Administrative Assistant	Reg	8.50	\$22.18	\$188.53
Ackerman, Jason E Minute Taker	Reg	2.83	\$25.74	\$72.84
Total This Week ending:				\$261.37

11.33 OT: 0 DT: 0	Total - This Invoice:	\$261.37
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Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

9/12/16	25161	\$210.71
9/19/16	25206	217.83
9/26/16	25253	261.37
		689.91

Pd 10/10/16



PARTNERS IN DIVERSITY, INC.
A Small Business, Women Owned Enterprise

INVOICE

Invoice Amount
\$217.83

Remit to: Partners In Diversity, Inc.
ASGE Marquette Commercial Finance
NW 6333 P.O. Box 1450
Minneapolis, MN 55485-6333

Payment Terms	Invoice Date
Due On Receipt	09/19/2016
Invoice No.	Customer No.
25206	1510

Neighborhood Council/Encino
4924 Paso Robles Ave
Encino, CA 91316

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/Encino	Corporate	1510	Due On Receipt

Description	Type	Units	Rate	Amount
Week ending: 09/18/2016				
Ackerman, Jason E Executive Administrative Assistant	Reg	7.50	\$22.18	\$166.35
Ackerman, Jason E Minute Taker	Reg	2.00	\$25.74	\$51.48
Total This Week ending:				\$217.83

9.5 OT: 0 DT: 0	Total - This Invoice:	\$217.83
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Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

ENCINO NC OCTOBER 2016 MER ITEM A3



PARTNERS IN DIVERSITY, INC.
A Small Business, Women Owned Enterprise

Remit to: Partners In Diversity, Inc.
ASGE Marquette Commercial Finance
NW 6333 P.O. Box 1450
Minneapolis, MN 55485-6333

Neighborhood Council/Encino
4924 Paso Robles Ave
Encino, CA 91316

INVOICE

Invoice Amount

\$210.71

Payment Terms	Invoice Date
Due On Receipt	09/12/2016
Invoice No.	Customer No.
25161	1510

Customer Name	Department	Customer No.	Payment Terms
Neighborhood Council/Encino	Corporate	1510	Due On Receipt

Description	Type	Units	Rate	Amount
Week ending: 09/11/2016				
Ackerman, Jason E Executive Administrative Assistant	Reg	9.50	\$22.18	\$210.71
Total This Week ending:				\$210.71

Reg: 9.5 OT: 0 DT: 0	Total - This Invoice:	\$210.71
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Partners In Diversity, Inc. recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, ancestry, citizenship, veteran, or disability status, or any factor prohibited by law, and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state and municipal laws.

ENCINO NC OCTOBER 2016 MER ITEM A3

Invoice

The Web Corner, Inc.

19509 Ventura Blvd.
 Tarzana CA 91356
 (818) 345-7443

Date	Invoice #	Due Date
10/1/2016	13999	10/1/2016

Bill To

Encino Neighborhood Council
 P.O. Box 260439
 Encino, CA 91426

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Phone Support and General Web Development	99.00	99.00
<i>Pa 10/10/16</i>			
		Total	\$99.00
		Payments/Credits	\$0.00
		Balance Due	\$99.00

ENCINO NC OCTOBER 2016 MER ITEM A3

Order Details | Order # 33H0T-14A32-5P7

Order Date: 10/22/2016 6:37 PM
Estimated Date of Arrival: 11/2/2016
Order Status: **Shipped**

Shipping Address

Doug Kriegel
4831 Valjean Ave
Encino, CA 91436
United States of America
8189057329



Billing Address

Patricia Bates
200 N Spring St
Los Angeles, CA 90012
United States of America
8189716996



Delivery Speed

Economy

Payment Information



****4209
Exp. 5/2019

Order Total

Product Total	\$16.00
Shipping & Processing Economy - Est. Arrival Nov 2	\$4.99
Sales Tax	\$1.89
You Paid:	\$22.88

1 Item(s)



Standard Business Cards

Standard Business Card

Status: **Shipped**
Track: 92748901042741000711665606
Carrier: UPS Mail Innovations

Qty 100

Base Price	\$16.00
Blank Back Side	INCLUDED
Matte	INCLUDED

Order Details | Order # K5K0T-14A66-9D2

Order Date: 10/22/2016 6:43 PM

Estimated Date of Arrival: 10/26/2016

Order Status: **Shipped**

Shipping Address

Debra George
6006 Babbitt Ave
Encino, CA 91316
United States of America
8189716996



Billing Address

Patricia Bates
200 N Spring St
Los Angeles, CA 90012
United States of America
8189716996



Delivery Speed

Express

Payment Information



****4209
Exp. 5/2019

Order Total

Product Total	\$12.80
Shipping & Processing Express - Est. Arrival Oct 26	\$19.99
Sales Tax	\$2.95
You Paid:	\$35.74

1 Item(s)



Standard Business Cards

Standard Business Card

Status: **Shipped**
Track: [1Z7R44E20224269917](#)
Carrier: UPS 2 Day Air

Qty 100

Base Price	\$16.00 \$12.80
Blank Back Side	INCLUDED
Matte	INCLUDED

Order Confirmation #874039838-001

1 message

OfficeDepotOrders@officedepot.com <OfficeDepotOrders@officedepot.com>
Reply-To: OfficeDepotOrders@officedepot.com
To: BATESBIRD@gmail.com

Sat, Oct 22, 2016 at 3:34 PM

Office DEPOT
OfficeMax

800-463-3768
800.GO.DEPOT

Thank you for your order.

We're working quickly to get your order ready, but don't head out to the store just yet. You will receive another email when your order is ready for pickup. Processing time for custom print orders may vary. For estimated completion time on your order, please contact the store. Once the order has been completed, the store will contact you. Once your order is ready for pickup and you arrive at the store, look for the sign that says "order online? pick up here!".

Order #874039838-001

Track your order

Pickup Location

Office DEPOT

16571 VENTURA BLVD.
VENTURA & RUBIO
ENCINO CA 91436
(818) 907-1741

DIRECTIONS



Store Hours

M-F: 08:00AM-09:00PM

Recipient Information

Pickup by: PATRICIA BATES

Sat: 09:00AM-08:00PM

Pickup date:

Sun: 10:00AM-07:00PM



Order Confirmation 8874039838-001

Order date: 10/22/2016

Order contains these items

QTY

Price

Total



COPIES, FLYERS

50

\$0.520

\$25.77



COPIES, FLYERS

50

\$0.350

\$17.46



COPIES, FLYERS

50

\$0.520

\$25.77

Misc: \$(10.00)
 Subtotal: \$79.00
 Taxes: \$6.21
Total: \$75.21



Pickup Location

Office Depot

16571 VENTURA BLVD.

VENTURA & RUBIO

ENCINO CA 91438

(818) 907-1741

DIRECTIONS

Recipient Information
Pickup by PATRICIA BATES

Store Hours
M-F: 09:00AM-08:00PM

ENCINO NC OCTOBER 2016 MER ITEM A7

MULBERRY STREET PIZZER
17040 VENTURA BLVD
ENCINO, CA 91316

10/24/2016

16:40 15

DEBIT CARD

DEBIT SALE

Card # XXXXXXXXXXXX1209
Network: MASTERCARD
Chip Card: Debit
AID: A000000012203
ATC: 0010
TC: 6793EEE9393A48EC
SEQ #: 31
Batch #: 1902
INVOICE 35
Approval Code: 049266
Entry Method: Chip Read
Mode: Issuer - PIN Bypassed

PRE-TIP AMT \$210.00

TIP _____

TOTAL AMOUNT _____

CUSTOMER COPY

Smart & Final. &

Warehouse & Market. Friend & Neighbor.

** Welcome To Our Encino Store **
Store #477

See Us On WEB www.smartandfinal.com

Cashier: Andre

DATE 10/25/16

TIME 16:25:39

SH 9in Plates 5.99 T
FS 9 oz Cold Cups 7.29 T
ARROWHEAD SPRING .99 F
+CRV .10
ARROWHEAD SPRING .99 F
+CRV .10
Tradewinds Unswt T 2.39 F
Was \$2.99 / YOU SAVED -> \$.60
+CRV .10

SUBTOTAL 17.95
Sales Tax 1.20

TOTAL 19.15

MasterCard TENDER 19.15
Cas Ref# 76
Cash CHANGE .00

TOTAL NUMBER OF ITEMS THIS VISIT--> 5

Smart & Final Store # 477
16847 Ventura Blvd.
Encino, CA 91436

Operator 23018269

DATE 10/25/16 TIME 16:26:33

Account # *****4209

Reference # 122149

APPRVL CODE 036280

Reason Code RMOO

Credit

TOTAL 19.15

BALANC 00

UnionBank **STATEMENT OF ACCOUNTS**

Page 1 of 2
Statement Number: [REDACTED]
 09/01/16 - 09/30/16

UNION BANK
 CENTURY CITY 0206
 PO BOX 512380
 LOS ANGELES CA 90051-0380

Telephone Banking
 For 24-hour Automated Direct Service
 800-238-4486
 800-826-7345(TDD)
 Representatives are available
 Monday through Saturday

To open additional accounts,
 or apply for loans, call your
 banking office at 310-551-8900

ENCINO NEIGHBORHOOD COUNCIL
200 N SPRING ST FL 20
LOS ANGELES CA 90012-4801

You may also access your account online
 at unionbank.com

Thank you for banking with us
 since 2014

- Use Online Banking Bill Pay system to help you save time and get more control. Easy setup: it only takes minutes to add payees and start paying your bills securely online. To learn more, please visit: www.unionbank.com/billpay

Business Basics Checking Summary

Account Number: [REDACTED]

Days in statement period: 30

Balance on 9/1	\$		1,608.76
Additions			5,077.56
Subtractions			-1,918.31
		Checks	-198.00
		Payments	-1,194.95
		Purchases	-525.36
Balance on 9/30	\$		4,768.01
Statement Average Ledger Balance			4,401.78

We waived your service charge this statement period.

Additions

Stale dated
 checks replaced
 10/26/16 \$1,136

Date	Description/Location	Reference	Amount
9/6	CITY OF LOS ANGE EFT PAYMT PPD *****0735	55744644	\$ 3,941.56
9/16	Lanai Road Schoo PMT REFUND PPD *****0818	57016810	428.00
9/16	Lanai Road Schoo PMT REFUND PPD *****0818	57016812	708.00
Total			\$ 5,077.56

Checks

Number	Date	Reference	Amount	Number	Date	Reference	Amount
5054	9/12	07708804	99.00	5055	9/16	07565640	99.00
Total							\$ 198.00

Payments online and electronic banking

Date	Description/Location	Reference	Amount
9/1	ENCINO CHAMBER O ONLINE PMT WEB UN1682190818POS	52000475	\$ 300.00
9/14	PARTNERS IN DIVE ONLINE PMT WEB UN1682190818POS	53811770	894.95
Total			\$ 1,194.95

Invoice No. 1

American Association of University Women, SFV Branch

INVOICE

Customer				Misc	
Name	Encino Neighborhood Council				
Address	P.O. Box 260439				
City	Encino	State	CA	ZIP	91426
Phone	818-425-0962 Patricia Bates			Rep	
				FOB	

Qty	Description	Unit Price	TOTAL
	Participation in the October 20, 2016 candidate forum to be held at the Rose Goldwater Community Center in Woodland Hills, CA. Candidates for the 27th SD will be present and ballot measures discussed. Participation includes: NC logo displayed on event flyer Introduction of a representative from the NC during the welcoming remarks on October 20th Table will be provided for NC to display literature & information		

Handwritten notes:
 Paid 9/30/16
 did not process re-done 10/13/16

SubTotal	
Shipping	
TOTAL	\$100.00

Payment Select One...

Comments _____

Name _____

CC # _____

Expires _____

Tax Rate(s)

Office Use Only

Checks should be made payable to: AAUW SFV and sent c/o Ginny Hatfield, 11579 Hesby Street, ValleyVillage, CA 91601