

Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL UHS

DATE 2/27/14

ACCOUNT NAME Honor Society

ACCT.# 2049

VENDOR Proforma

AMOUNT \$2557.50

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

purchase of induction ceremony supplies
see attached

In accordance with the Student Organization Funds – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Laurie DelGuercio
NAME

Laurie DelGuercio
SIGNATURE

BOARD APPROVAL DATE: 3/18/14

Per the Student Organization Funds – Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

I approve the purchase of goods/services per the attached.

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

COMPLETE SECTION I ONLY

Date 2/27/14

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ 2557.50 to the order of Proforma and charge the account of Honor Society Acc't. No. 2049
Purpose: Induction ceremony supplies

Nat'l Honor Society
Club or Activity

Mary
Faculty Adviser - Signature

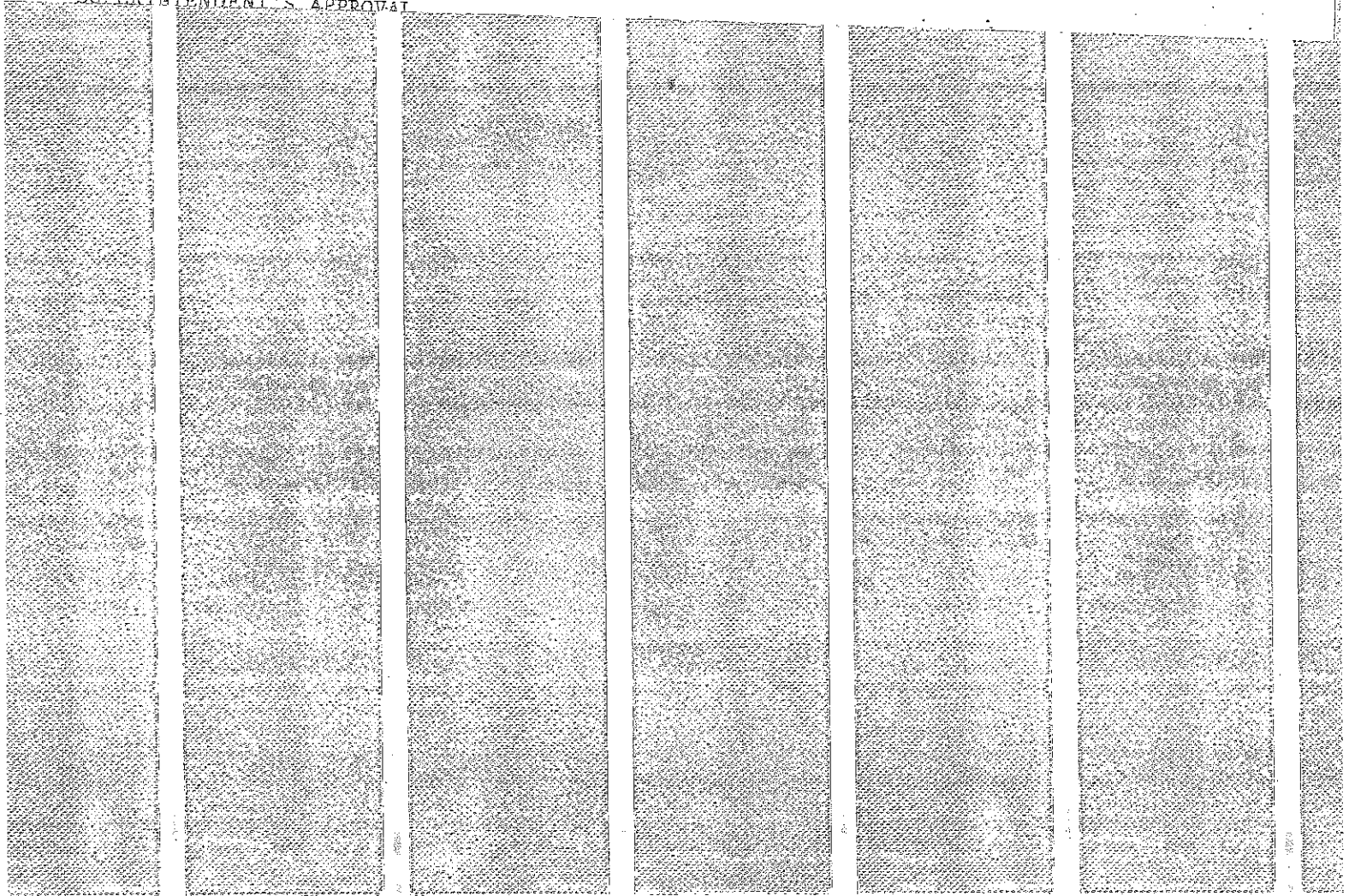
II. Account Balance 2786.15 Verified by (faded)
Date 2/27/14 Comment _____

III. Approved for Board Approval Date _____
Principal Signature

IV. Date Paid _____ Check No. _____ Account No. _____

Processed by _____

SUPERINTENDENT'S APPROVAL





Kajal Patel <kajal.patel48@gmail.com>

NHS Proforma Invoice 9000523450

message

Crane, Wendy <CraneW@nassp.org>

Fri, Feb 7, 2014 at 9:44 AM

To: "smangarella@twpunionschools.org" <smangarella@twpunionschools.org>, "kajal.patel48@gmail.com" <kajal.patel48@gmail.com>

Dear Kajal,

As requested attached is a proforma invoice for the NHS items your chapter would like to order.

Please let me know if you have any questions.

Sincerely,

Wendy Crane

NASSP Manager, Sales

NASSP | National Association of Secondary School Principals
1904 Association Drive, Reston, VA 20191
P: 703-860-7227 | 800-253-7746 x227 | F: 703-620-6534www.nassp.org | www.nhs.us | www.njhs.us | www.nasc.us | www.nehs.org**LEAD Conferences**www.leadconferences.org**National AP Week**

March 31–April 4, 2014

www.nassp.org/ap

7110121-NHS Membership Pin w/Card	Not Fulfilled	Proforma	90	8.95	0.00	0.00	0.00	805.50
7510044-NHS Honor Cord-Blue/Gold	Not Fulfilled	Proforma	30	12.00	0.00	0.00	0.00	360.00
7510040-NHS White Satin Pendant Stole	Not Fulfilled	Proforma	4	22.20	0.00	0.00	0.00	88.80
7510041-NHS Carolina Blue Satin Pendant Stole	Not Fulfilled	Proforma	56	22.20	0.00	0.00	0.00	1,243.20
7410525-NHS Classic Certificates Pkg 60.00 25		Not FulfilledProforma	4	15.00	0.00	0.00	0.00	0.00

Shipping:	0.00
Tax:	0.00
Total :	2,557.50
Paid To Date	0.00
Current Amount Due :	2,557.50

Fan Cloth Products LLC

912 113th Street
Arlington, TX 76011

Invoice

Date	Invoice #
1/30/2014	66148
Phone #	800-854-5598
WWW.FANCLOTH.COM	

Bill To

UNION HIGH SCHOOL-DINO
DINO DEBELLONIA
2350 N 3RD ST
UNION NJ 07083

P.O. No.	Terms
	NET 7 DAYS

Item	Quantity	Description	Rate	Amount
G200	8	6.1 OZ ULTRA COTTON TEE SHIRT	11.00	88.00
G200	-3	6.1 OZ ULTRA COTTON TEE SHIRT X	11.00	-33.00
G185	7	Adult Hooded Sweatshirt 7.75 oz.	23.00	161.00
G540	1	Adult Long Sleeve 5.3 oz.	14.00	14.00
G540	1	Adult Long Sleeve 5.3 oz. XX	16.00	16.00
G185	18	Adult Hooded Sweatshirt 7.75 oz.	23.00	414.00
G185	1	Adult Hooded Sweatshirt 7.75 oz. XX	25.00	25.00
G500	6	Short Sleeve Tee	11.00	66.00
G180	2	Crewneck	20.00	40.00
373749	1	Nike Golf Dri-Fit ebble Texture Polo	35.00	35.00
F217	5	Port Authority Value Fleece Jacket	33.00	165.00
G380	1	Adult Ring Spun Pique Sport Shirt 6.5oz.	19.00	19.00
T200	13	Sport-Tek Colorblock Raglan Jersey	17.00	221.00
T200	1	Sport-Tek Colorblock Raglan Jersey XX	19.00	19.00
T200	-2	Sport-Tek Colorblock Raglan Jersey FREE	17.00	-34.00
4120	3	Unisex SS Training Tee	20.00	60.00
NL6240	2	Next Level Mens V-Neck	17.00	34.00
FCSock	24	Fan Cloth Elite Socks	13.00	312.00
50305	1	Bella 6004 Ladies 4.2oz T-shirt	26.00	26.00
IPhone Cover 4/4S	1	IPhone Cover 4/4S	11.00	11.00
AC301	1	Acrux Mens pocketed shorts	17.00	17.00
1265	1	Augusta Pulse Shorts	21.00	21.00
1500	4	Yupoong Knit Cap	15.00	60.00
G-123	5	Open Sweat Bottom Pants	22.00	110.00
AC302	6	Acrux Juniors Fold Over Yoga Pant	24.00	144.00
Ind_Name	8	Personalization Name	5.00	40.00
Per_NameNum	5	Per - Name & Number	8.00	40.00
		Out-of-state sale, exempt from sales tax	0.00%	0.00
			Subtotal	\$2,091.00

Payments/Credits	\$0.00
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Balance Due	\$2,091.00
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EXHIBIT B-1

Student Organization Fund Approval for Expenditure in Excess of \$1,000.00.

School: Kawameeh Middle School

Date: February 12, 2014

Department: Yearbook

Vendor: Jostens, Inc.

Amount: \$3,375.00

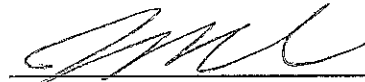
PURPOSE OF EXPENDITURE (Attach appropriate invoice(s):

Second Deposit for 8th Grade Yearbook

In accordance with the Student Organization Fund - Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Jason Malanda – Principal

Name



Signature

Per the Student Organization Fund - Policy and Procedural Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1000.00.

I approve the purchase of goods/services per the attached.

James J. Damato, Board Secretary

Date

Manny Vieira, Business Administrator

Date

YEARBOOK

YEAR: 2014 | JOB #: 17353 | REP: BONNIE BLACKMAN | DATE: 1/13/14

JOSTENS SECOND DEPOSIT REQUEST

ACTION REQUIRED

Thank you again for choosing Jostens to publish your yearbook! We hope you've enjoyed the rewarding work of creating your yearbook. We can't wait to help you finish! We also need to address another important part of creating your yearbook: work-in-progress deposits. We promise to make this payment as easy as possible; this way you can go right back to the fun stuff – creating your book! Please forward this notice to your bookkeeper or appropriate person to process.

DEPOSIT OVERVIEW

As part of the production process, we require work-in-progress deposits to cover a portion of the costs incurred as we build your book throughout the year. We've outlined your school's required deposits to the right. Your final invoice will arrive one week after your book ships.

PAYMENT INSTRUCTIONS

If you are unable to submit your deposit payment in-full, we appreciate any partial payments you can provide. If you have recently paid your required deposit, please disregard this request. A detailed breakdown of your deposits can be viewed under the Status tab on www.YearbookAvenue.com.

You can submit payment by returning the lower portion of this notice with a check or money order or you may pay via credit card by calling 1-800-854-7464 ext. 17186.

Thank you in advance for your timely payment!

WE'RE HERE TO HELP!

Have questions about this notice? We're happy to answer any questions you have! Contact us at 1-800-854-7464 ext. 56250. We're available M-F 8AM – 4PM CST or

PAYMENT SUMMARY

Second Deposit Amount Due by 03/03/14:	\$3,440.00
Money Received To Date: <small>(Includes any web sales)</small>	\$ 65.00
Remaining Due by 03/03/14:	\$3,375.00

A FINAL INVOICE WILL ARRIVE ONE WEEK AFTER YOUR BOOK SHIPS

Final Invoice

Consult Rep

TOWNSHIP OF UNION BOARD OF EDUCATION
UNION, NEW JERSEY

FILE CODE 3453

EXHIBIT B-1

Student Organization Fund Approval for Expenditure in Excess of \$1,000.00

SCHOOL Union High School DATE 2/7/2014

DEPARTMENT Athletics Baseball Team

VENDOR BSN Sports Inc. AMOUNT approx. \$3000.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]:

Baseball team will be selling team clothing for fundraising and Team spirit for the 2014 Spring
Season.

In accordance with the Student Organization Fund – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.

Linda Tosta

NAME

[Signature]

SIGNATURE

Per the Student Organization Funds – Policy and Procedural Manual, student bodies, only written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.

I approve the purchase of goods/services per the attached.

James J. Damato, Board Secretary

Date

Manuel E. Vieira, Business Administrator

Date

Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL UHS
ACCOUNT NAME German Club
VENDOR Freedom Fundraising

DATE 2/20/14
ACCT.# 2042
AMOUNT \$ 3280.80

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S)):

pay outstanding balance of fundraising goods

see attached

In accordance with the Student Organization Funds – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Laurie DelGuercio
NAME
Laurie DelGuercio
SIGNATURE

BOARD APPROVAL DATE: 3/18/14

Per the Student Organization Funds – Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

I approve the purchase of goods/services per the attached.

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Date 2/19/2014

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ 3,280.80 to the order of Freedom Fundraising and charge the account of German Club Acc't No. 2042

Purpose: Pay outstanding balance of goods (snack foods) purchased.

German Club
Club or Activity

Schmoll
Faculty Adviser - Signature

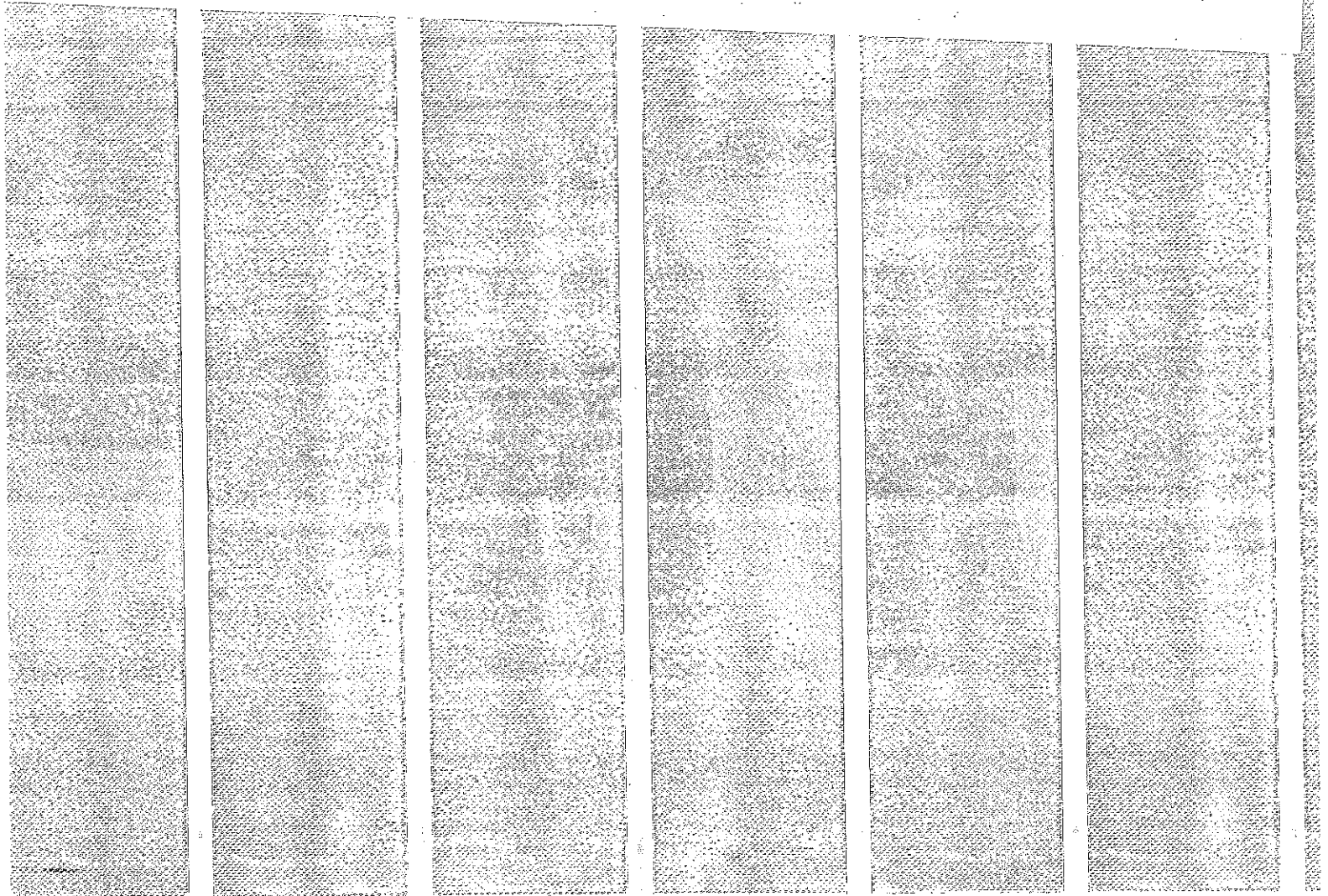
II. Account Balance \$2496.24 Verified by gods
Date 2/20/14 Comment *check will not be cut until all monies are collected.

III. Approved for board approval Date _____
Principal - Signature

IV. Date Paid _____ Check No. _____ Account No. _____

Processed by _____

SUPERINTENDENT'S APPROVAL _____





www.freedomfundraising.com

INVOICE

For Your Convenience
Please Charge My:

- Visa
- American Express
- Mastercard
- Discover

Number _____

Exp. Date _____

Invoice Number 537982	Account Number FF908851650G
Invoice Date 01/13/14	Due Date 02/19/14
Purchase Order Number	Amount Enclosed \$ _____

UNION HIGH SCHOOL
 BEN SCHMOLL
 2350 N 3RD ST
 UNION, NJ 07083-5085

Please Remit to:
 Freedom Fundraising
 PO Box 219
 Chandler IN 47610

For proper credit fill in amount enclosed and return this top section with your payment.

ITEM #	DESCRIPTION	QUANTITY ORDERED	PRICE	AMOUNT
15510	CREATE YOUR OWN SNACK**FREE**	6	\$0.00	\$0.00
15510	CREATE YOUR OWN SNACK**BONUS**	8	\$38.48	\$307.84
15510	CREATE YOUR OWN SNACK	80	\$37.05	\$2,964.00

Bonus: \$307.84

Deduct the above amount from the total if your payment is mailed by 2/19/2014.

This amount represents your bonus cases and is subject to the agreed upon terms with Freedom Fundraising.

Net due 30 Days
 Customer Credit
 Purchase Order:

Subtotal: \$3,271.84
 Freight: \$316.80
 Total: \$3,588.64

- 307.84
3280.80

Account Representative: LYN

The total amount you will collect on your free merchandise is \$342.00. This will completely cover your freight.

Thank you for your order! Customer Service 1-800-500-2500.

Please record your account number or invoice number on your check.

EXHIBIT B-1

Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL: BURNET MIDDLE SCHOOL

DATE: February 25, 2014

ACCOUNT NAME: Yearbook

ACCOUNT # 2014

VENDOR: Jostens, Inc.

AMOUNT \$3,570.38

Purpose of Expenditure (Attach Appropriate Invoice (s))

Yearbooks - Account 2014 Yearbook Account - Ms. Maria Fiordilino

Raymond Salvatore, Principal

Name



Signature

Board Approval Date _____

Per the Student Organization Funds-Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

I approve the purchase of goods/services per the attached

James J.Damato/ Board Secretary

Date



STATEMENT

Accounts Receivable

Remit to: 21336 NETWORK PLACE
CHICAGO IL 60673-1213

BURNET MIDDLE SCHOOL
YEARBOOK07594 MARIA FIORDILINO
1000 CALDWELL AVE
UNION NJ 07083

Bill To Site: YEARBOOK07594 MA

Statement Date	Customer Num.
07-FEB-14	1056260
Amount Remitted	

Invoice/Transaction Number	Transaction Date	Transaction Type	Due Date	Reference	Transaction Amount	Amount Due
922259	21-JUN-13	Invoice	21-JUL-13	Y	5,697.38	4,830.38
922259	09-JAN-14	Credit Memo		Credit Memo: 943161 TOTAL: 1	<867.00>	4,830.38
		SUBTOTAL: 1				4,830.38
<p>Jostens appreciates your patronage. Please review your records to ensure you have paid the invoices listed above that are due. Should you have any questions or problems, please contact Accounts Receivable at (800) 854-7464 Ext. #17186 or at the following e-mail address Printing_AR@jostens.com. If you would like to pay by credit/debit card please call us at the telephone number listed. If your statement indicates that you have a credit balance, please notify our office within 60 days of the transaction date to have a refund check sent to clear the credit balance. Otherwise, the credit will be applied as a deposit against the next order.</p>						
					Total Amount Due	
Current	1-30 Days	31-60 Days	61-90 Days	Over 90 Days	USD	4,830.38
0.00	0.00	0.00	0.00	4,830.38		
				Past Due		
				Finance Charges		

EXHIBIT B-1

Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL: BURNET MIDDLE SCHOOL

DATE: February 25, 2014

ACCOUNT NAME: School Play

ACCOUNT # 2011

VENDOR: Peligro Sports.

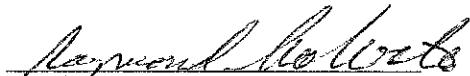
AMOUNT \$1,014.00

Purpose of Expenditure (Attach Appropriate Invoice (s))

T-shirts - Account 2011 School Play Account - Mr. Singletary

Raymond Salvatore, Principal

Name



Signature

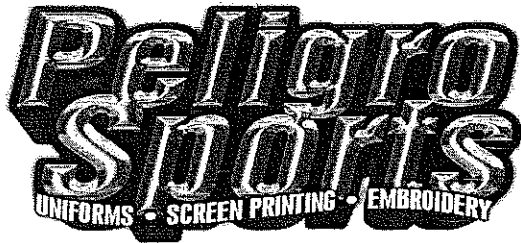
Board Approval Date _____

Per the Student Organization Funds-Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

I approve the purchase of goods/services per the attached

James J.Damato/ Board Secretary

Date



2200 Amsterdam Ave.
New York, NY 10032

Tel: 212 - 568 - 0222 Fax: 212 - 568 - 0223

info@peligrosportsnyc.com

DATE: January 31, 2014
INVOICE # 105

Ship To:

Bill To: Burnet MS

SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	SHIP SERVICE	TERMS

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
42	T-Shirts with Screen Printing Sizes S-XL	\$ 7.00	\$ 294.00
4	T-Shirts with Screen Printing Sizes XXL and Up	\$ 8.50	\$ 34.00
15	Long Sleeve T-shirts with Screen Printing	\$ 10.00	\$ 150.00
34	Hoodies with Screen Printing	\$ 14.00	\$ 476.00
1	Screen Set Up Fee	\$ 60.00	60.00
			\$ -

SUBTOTAL	\$ 1,014.00
TAX RATE	
SALES TAX	
SHIPPING & HANDLING	
TOTAL	\$ 1,014.00

Make all checks payable to Peligro Sports
If you have any questions concerning this invoice, please call

THANK YOU FOR YOUR BUSINESS!

EXHIBIT B-1

Student Organization Fund Approval for Expenditure in Excess of \$1,000.00.

School: Kawameeh Middle School

Date: February 28, 2014

Department: Musical Productions

Vendor: CMT Sound Systems, LLC

Amount: \$2,740.00

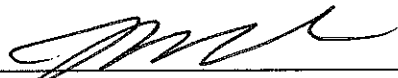
PURPOSE OF EXPENDITURE (Attach appropriate invoice(s):

Sound System for KMS Musical "Grease, School Edition"

In accordance with the Student Organization Fund - Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Jason Malanda – Principal

Name



Signature

Per the Student Organization Fund - Policy and Procedural Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1000.00.

I approve the purchase of goods/services per the attached.

James J. Damato, Board Secretary

Date

Manny Vieira, Business Administrator

Date

CMT Sound Systems LLC

2600

310 Colfax Ave Building E
Clifton NJ 07013
973-278-0664
www.CMTSoundSystems.com

Equipment Rental and Event Production Contract

Event / Rental Date (s): March 3-8, 2014

Event Address: 490 David Terr Union NJ

Deliver or Pickup: Deliver **Delivery Time:** TBD **Pick up Time:**

Event Start and End Time:

Contact Information: Nancy 908-851-6570

Equipment List: 16 wireless lavalier mics, 5 wireless intercoms, 3 stage mics, mixer, 2 speakers with amp, effects rack and snake. 1 tech for delivery, setup and 1 rehearsal.

Rental Price: \$2,740.00

Tax: \$00.00

Total: \$2,740.00

Taxed: no

50% Deposit: \$00.00

Tax Exempt #:

-Please read the attached guideline form for more information on rental and production terms and agreements.

-Please sign and return this contract in agreement with all the terms and conditions of the rental and production guideline form.

Customer Name: _____

Customer Signature: _____ **Date:** _____

CMT Sound Systems LLC
 310 Colfax Ave Building E
 Clifton NJ 07013
 973 278-0664
 www.CMTSoundSystems.com

Invoice

DATE	INVOICE #
2/27/2014	2600

BILL TO	SHIP TO
Kawameeh Middle School 490 David Terr Union NJ 07083	Same

Ship/PU Date
Mon Mar 3

Date	DESCRIPTION	QTY	RATE	AMOUNT
	Wireless lavalier mics	16	100.00	1,600.00
	Wireless intercoms	5	42.00	210.00
	Stage Mics	3	60.00	180.00
	2 speakers with amp, 32 channel mixer, effects rack and snake.	1	500.00	500.00
	Delivery, setup and pickup with 1 rehearsal	1	250.00	250.00

Subtotal	2,740.00
7% Tax	
Total	2,740.00

Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL UHS
ACCOUNT NAME Key Club
VENDOR NJ District Key Club

DATE 3/5/14
ACCT # 2046
AMOUNT \$2910.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S)):

District Convention Registration

see attached

In accordance with the Student Organization Funds - Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Laurie DelGuerro
NAME

James J. Damato
SIGNATURE

BOARD APPROVAL DATE: 3/18/14

Per the Student Organization Funds - Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

I approve the purchase of goods/services per the attached.

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

COMPLETE SECTION I ONLY

Date 03/05/14

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to

pay \$ 2910.00 to the order of NI District of Key Club

and charge the account of Key Club Acct. No. 46

Purpose: District Convention Registration

Key Club
Club or Activity

[Signature]
Faculty Adviser Signature

II. Account Balance \$3478.96

Verified by [Signature]

Date 3/5/14 Comment _____

III. Approved For Board Approval
Principal Signature

Date _____

IV. Date Paid _____ Check No. _____ Account No. _____

Processed by _____

Registration and Rooming Request Form

Key Club of Union High School Division 14

Total number of persons registering

• Male Key Clubbers	<u>2</u>	@ \$260
• Female Key Clubbers	<u>7</u>	@ \$260
• Male Chaperones (Double Rate)*	<u>2</u>	@ \$285
• Male Chaperones (Single Rate)**	<u>0</u>	@ \$140
• Female Chaperones (Double Rate)*	<u>2</u>	@ \$285
• Female Chaperones (Single Rate)**	<u>0</u>	@ \$340

*CHAPERONES INDICATING M OR F FOR "DOUBLE" WILL BE ROOMED WITH ANOTHER CHAPERONE OF THE SAME GENDER.

**"SINGLE" INDICATES THE CHAPERONE WANTS A "SINGLE" AT THE HIGHER RATE.

\$ 2910.00 Total amount of check

If money order enclosed (# _____)

Note: All registration fees must be paid in full before Thursday, March 6th, 2014. If registration is postmarked by Friday, February 14th, 2014, a discount in the amount of \$5 per attendee can be applied to the prices. Please designate a contact adult and student to answer questions concerning the club's registration.

Adult Name _____ Position _____
 Phone(_____) _____ Email _____ (for confirmation purposes)
 if you would like a hard copy confirmation check here _____

Student Name _____ Position _____
 Phone(_____) _____ Email _____ (for confirmation purposes)
 if you would like a hard copy confirmation check here _____

ADVISOR ROOMING:

- Please circle the appropriate designations - M F C D S (male, female, couple, double, single).
- Chaperones rooming with another adult from another school should list the other adult's name and school in parenthesis. If no name is listed and a chaperone requests a double room, they will be roomed with another chaperone of the same gender.
- Child rate for young children accompanying their parent chaperones:
 Age 4 & under - free; Age 5-11 - \$130.00 (includes meals). Please list child's name, age, and gender on form.

ROOM # 1:

M F C D S Name: _____
 Name: _____

ROOM # 2:

M F C D S Name: _____
 Name: _____

ROOM # 3:

M F C D S Name: _____
 Name: _____

ROOM # 4:

M F C D S Name: _____
 Name: _____

ROOM # 5:

M F C D S Name: _____
 Name: _____

ROOM # 6:

M F C D S Name: _____
 Name: _____

PLEASE NOTE: CLUBS SHARING CHAPERONES WILL BE ROOMED WHEN THE LATER CLUB'S MATERIALS ARE RECEIVED.