

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 10/5/17

DEPARTMENT Year Book

VENDOR LIFE Touch AMOUNT 8,190.13

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

YEARBOOK BALANCE

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

Corey Lowery
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 _____



1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32

Event: 12210017 Lifetouch ID: 45085
 Statement: 23479436 Balance Due: \$8,190.13
 RI Amount Enclosed:

*Thank you for being a valued Lifetouch customer!
 Please write the Event on the check payments.
 Remit check or money order in the enclosed envelope payable to:*

Union High School
 ATTN: Dave Jones
 2350 N 3rd St
 Union NJ 07083

Lifetouch NSS Accts Receivable
 PO Box 46993
 Eden Prairie MN 55344-9728

Statement Date: 8-02-2017 Revision - 3

Detach and remit the above portion with your payment.

Revised Invoice Statement

Lifetouch National School Studios Inc.
 11000 Viking Drive
 Eden Prairie MN 55344-7243

Event: 12210017 School Year: 2016-2017
 Statement Date: 8-02-2017 Terms: Net 10

Customer

Union High School
 2350 N 3rd St
 Union NJ 07083

Bill To

Union High School
 ATTN: Dave Jones
 2350 N 3rd St
 Union NJ 07083

Contact Us

Lifetouch Customer Care
 (800) 736-4761
 webasecustomercare@lifetouch.com

Invoice Charge Summary Rev-3

Main Order	\$28,126.00
Supplement	\$80.00
Shipping & Handling	\$704.13
Tax	\$0.00
Invoice Statement Total	\$28,910.13
Less Payments Received Through 8-02-2017	(\$20,720.00)
Balance Due	\$8,190.13

Disclosure & Notifications

- Returned optional extra copies will receive a credit. You may deduct the value of returned optional extra copies from your payment. See Optional Extra Copies section for details.
- This invoice subject to any state or local sales and use tax.

Main Order YB:12210017:MAIN		Shipped Via: LOGISTICS INTERNATIONAL 5-DAY	
		on 5-29-2017	
Item Description	Quantity	Unit Price	Amount
Yearbook Page	204	\$0.00	\$0.00
Yearbook	375	\$75.00	\$28,125.00
Cover Applications	375	\$0.00	\$0.00
Cover Applications	375	\$0.00	\$0.00
Emboss/Deboss	375	\$0.00	\$0.00
Cover Applications	375	\$0.00	\$0.00
YBPay	1	\$1.00	\$1.00
Zoom	375	\$0.00	\$0.00
		Amount	\$28,126.00

Supplement YB:12210017:SUPP:STCI:1		Shipped Via: UPS GROUND	
		on 6-15-2017	
Item Description	Quantity	Unit Price	Amount
Correction Stickers	200	\$0.40	\$80.00
		Amount	\$80.00

Payments		
Date	Description	Amount
5-16-2017	CreditCard	\$20,720.00
		Amount
		\$20,720.00

COMPLETE SECTION I ONLY

DATE 10/5/17

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

Pay \$ 8,190.13 to the order of Lifetime Yearbooks

and charge the account of 2055 Yearbook Acct. No. 2055

Purpose: Yearbook Balance

Yearbook

Club or Activity

Dey

Faculty Adviser - Signature

II. Account Balance _____ Verified by _____

Date _____ Comment _____

III. Approved [Signature]
Principal - Signature

Date 10/5/17

IV. Date Paid _____ Check No. _____ Acct. No. _____

Processed by _____

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 10/5/17

DEPARTMENT COSMETOLOGY

VENDOR BURMAX AMOUNT 4,451.22

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

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

COREY LOWERY
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

BURMAX

BURMAX COMPANY, INC. • 28 BARRETT'S AVENUE • HOLTSVILLE, NY 11742-2127
 MANUFACTURERS • IMPORTERS • DISTRIBUTORS
 631-447-8700 • 800-645-5118 • FAX: 631-289-7590

INVOICE
 PAGE 1

SOLD TO:
 UNION HIGH SCHOOL
 ATTN: JEAN SALVATORE
 NORTH 3RD STREET
 UNION, NJ 07083

SHIP TO:
 UNION HIGH SCHOOL
 ATTN: JEAN SALVATORE
 NORTH 3RD STREET
 UNION, NJ 07083

Terms	Shipped Via	No. of Cartons	Customer No.	Salesman	CUST. NO.	Pack Slip No.	Invoice Date	Invoice No.
NET 30	ON TRACK	18	JEAN SALVATORE 2017	750	17725		09/11/17	823999-00
Qty. Ordered	Unit	Qty. Shipped	Qty. B/O	Item No.	Description	Unit Price	Amount	
					MUST SHIP 9/11/17 NO EARLIER 16 KITS PINK LOGO 2 KITS WHITE LOGO			
16	EACH	16	0	17725-1	UNION HIGH SCHOOL UNION NEW JERSEY ONE KIT PER CARTON	247.29	3956.64	
2	EACH	2	0	17725-1	UNION HIGH SCHOOL UNION NEW JERSEY ONE KIT PER CARTON	247.29	494.58	

TOTAL INVOICE TOTAL 4451.22

LAST PAGE



ALL CLAIMS MUST BE MADE WITHIN 90 DAYS AFTER RECEIPT OF GOODS
 RETURNS NOT ACCEPTED WITHOUT RETURN AUTHORIZATION - NO DISCOUNT ALLOWED ON SHIPPING CHARGES

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 10/5/17

DEPARTMENT COSMETOLOGY

VENDOR BURMAX AMOUNT 4,451.22

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

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

COREY LOWERY
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 _____

COMPLETE SECTION I ONLY

DATE 9/19/17.

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

Pay \$ 4,451.22 to the order of BURMAX

and charge the account of COS Acct. No. 61

Purpose: Kit money which was deposited on
students behalf in the spring for class of 2017/19
Cosmetology Club or Activity Jax Salvatore Faculty Adviser - Signature

II. Account Balance _____ Verified by _____

Date _____ Comment _____

III. Approved [Signature] Date 9/28/17
Principal - Signature

IV. Date Paid _____ Check No. _____ Acct. No. _____

Processed by _____

BURMAX

BURMAX COMPANY, INC. • 28 BARRETT'S AVENUE • HOLTSVILLE, NY 11742-2127
 MANUFACTURERS • IMPORTERS • DISTRIBUTORS
 631-447-8700 • 800-645-5118 • FAX: 631-289-7590

INVOICE
 PAGE 1

SOLD TO:
 UNION HIGH SCHOOL
 ATTN: JEAN SALVATORE
 NORTH 3RD STREET
 UNION, NJ 07083

SHIP TO:
 UNION HIGH SCHOOL
 ATTN: JEAN SALVATORE
 NORTH 3RD STREET
 UNION, NJ 07083

Terms	Shipped Via	No. of Cartons	Invoice No.	Salesman	CUST. NO.	Pack Slip No.	Invoice Date	Invoice No.
NET 30	ON TRACK	18	JEAN SALVATORE 2017	750	17725		09/11/17	823999-00
Qty. Ordered	Unit	Qty. Shipped	Qty. B/O	Item No.	Description	Unit Price	Amount	
16	EACH	16	0	17725-1	MUST SHIP 9/11/17 NO EARLIER 16 KITS PINK LOGO 2 KITS WHITE LOGO UNION HIGH SCHOOL UNION NEW JERSEY ONE KIT PER CARTON	247.29	3956.64	
2	EACH	2	0	17725-1	UNION HIGH SCHOOL UNION NEW JERSEY ONE KIT PER CARTON	247.29	494.58	

LAST PAGE



VISA



TOTAL INVOICE TOTAL 4451.22

ALL RETURNS MUST BE MADE WITHIN 14 DAYS OF THE ORIGINAL INVOICE DATE
 RETURNS NOT ACCEPTED WITHOUT RETURN AUTHORIZATION - NO DISCOUNT ALLOWED ON SHIPPING CHARGES

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 10/5/17

DEPARTMENT CAMPERS

VENDOR FAIRVIEW LAKES YMCA CAMPS AMOUNT 2,322.00

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

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

COREY LOATERY
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

COMPLETE SECTION I ONLY

DATE 9-27-17

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

Pay \$ 2,322.⁰⁰ to the order of Fairview Lakes YMCA Camps

and charge the account of Campers Acct. No. 2014

Purpose: Payment for Camping trip May 2-5, 2017

Field trip
Club or Activity

Karley Brooks
Faculty Adviser - Signature

II. Account Balance _____ Verified by _____

Date _____ Comment _____

III. Approved [Signature]
Principal - Signature

Date 9/28/17

IV. Date Paid _____ Check No. _____ Acct. No. _____

Processed by _____



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

FAIRVIEW LAKE YMCA CAMPS

1035 FAIRVIEW LAKE ROAD, NEWTON, NJ 07860 (973) 383-9282

INVOICE

Group Name Union High School

Cabin Unit(s) Wickapeck

Give/Send Bill to: Kathy Brooks

Guaranteed # 38

CAMP FEES

# of People	Rate	Arrival Date (Time or first meal)	Departure Date (Time or last meal)	Fees
18	\$ 203.00	5/2/17-Lunch	5/5/17-Lunch	\$ 3,654.00
				\$ -
				\$ -
				\$ -
TOTAL CAMPER FEES				\$ 3,654.00

OTHER CHARGES -- Specify type and rate

Financial Assistance-\$40/person x 8

\$ (320.00)

Date Paid _____

TOTAL CHARGES \$ 3,334.00

Receipt # _____

LESS DEPOSIT \$ 1,012.00

2723747 - 9/19/16

Still Due _____

Receipt # & Date 2772339 - 11/23/16

AMOUNT DUE \$ 2,322.00

Normally, all charges are due and payable before departure. When necessary, bills may be submitted to group treasurer or business office for payment. A 1½% monthly finance charge will be added to all bills past due longer than 30 days.

SIGNED

Kathy Brooks
(For Group)

Debra Oberster
(For Camp)

DATE

5/2/2017