

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

SCHOOL UHS

DATE 9/3/14

ACCOUNT NAME Marching Band

ACCT.# 2033

VENDOR Pine Forest Camps

AMOUNT \$12,000.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

Band camp - 2014

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

Laure DelGuercio
NAME
Laure DelGuercio
SIGNATURE

BOARD APPROVAL DATE: 9/16/14

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 9/1/14

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ 12,000 to the order of Pine Forest Camps and charge the account of marching band Acc't. No. 33

Purpose: marching band camp 2014

band
Club or Activity

[Signature]
Faculty Adviser - Signature

II. Account Balance \$16,803.71 Verified by [Signature]

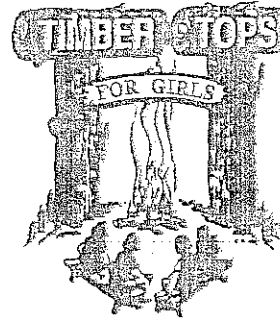
Date 9/3/14 Comment _____

III. Approved [Signature]
Principal - Signature

Date _____

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

Processed by _____



Invoice
August 27, 2014

Union Township High School Marching Band
August 24 - 28, 2014
Lake Owego Camp

Qty	Description	Amount
65	Participants @ \$200 per person	\$13,000.00
	Deposit	(\$1,000.00)
	Total Amount Due Upon Receipt	\$12,000.00

(Staff billed separately)

Payments can be sent to:

Pine Forest Camps
1528 Walnut St., Suite 1900
Philadelphia, PA 19102

Any questions, contact:

Johnny Waszczak
Executive Director
Summer: (570) 685-7141
Winter: (267) 639-2488

We appreciate your business!

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

SCHOOL UHS

DATE 9/3/14

ACCOUNT NAME yearbook

ACCT.# 2055

VENDOR Balfour Yearbooks

AMOUNT \$ 17,987.31

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

balance of 2014 yearbook

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 DiGuercio

NAME

Laurie DiGuercio

SIGNATURE

BOARD APPROVAL DATE: 9/16/14

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

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

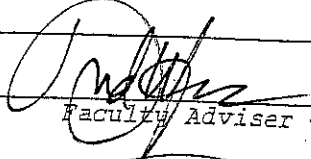
DATE

Date 6/27/14

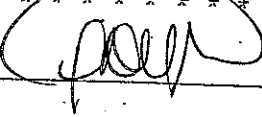
I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ 17,987.31 to the order of BALFOUR YEARBOOKS and charge the account of YEARBOOK Acc't. No. 55
Purpose: BALANCE OF 2014 YEARBOOK

YEARBOOK

Club or Activity



Faculty Adviser - Signature

II. Account Balance 18,998.02 Verified by 
Date 9/3/14 Comment _____

III. Approved For Board approval
Principal - Signature

Date _____

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

Processed by _____

SUPERINTENDENT'S APPROVAL _____

Invoice

Date: 6/2/2014
 Invoice: 34005269
 Sales Order #: 149035
 Customer PO:
 Analyst Code: 1

Union High School

Customer #: 72455

Adviser: Janet Gabriel & Dave Jones
 Union High School
 2350 North Third Street
 Union, NJ 07083

Credit Representative

Name: Nancy Prudente
 Phone: 732-899-4228
 Fax: 732-899-5093
 Email: nancy.prudente@balfour-rep.com

Contact Information

Christine Anderson
 Credit Representative
 1-800-482-0425

Main Items

Description	Units	Price	Amount
350 Copies of 2014 Yearbook with 200 pages (Includes Yearzines and Production Credits of \$1000.00)	350.00		\$29,489.00
Book Signing Set, 4 Pens	23.00	4.00	\$92.00
Subtotal of Main Items:			\$29,581.00

Additional Items

Description	Units	Price	Amount
FedEx	0.00		\$0.00
Postage and Handling	0.00		\$0.00
Freight and Handling	1.00		\$1,531.65
Freight on Supplies	0.00		\$0.00
Sales Tax	0.00		\$0.00
Miscellaneous Supplies	0.00		\$0.00
Overs in excess of original order	3.00	35.00	\$105.00
Workshop/Scholar/Tuition	0.00		\$0.00
SPARKLE DUSTJACKET 9X12 YB ADD	2.00	4.00	\$8.00
RIBBON BOOKMARK YB ADDON SZ 9	1.00	3.00	\$3.00
DUST JACKETS 9X12	26.00	1.18	\$30.68
AUTOGRAPH B&W GLUEIN 9X12	25.00	.59	\$14.75
Subtotal of Additional Items:			\$1,693.08

Subtotal of Main Items + Additional Items:	\$31,274.08
Deposits and/or Credit Memo:	\$-13,286.77
Net Due 30 days:	\$17,987.31

Invoice

Date: 6/2/2014
Invoice: 34005269
Sales Order #: 149035
Customer PO:
Analyst Code: 1

1550 W. Mockingbird Lane
Dallas, TX 75235

The first name in lasting impressions

Union High School

Customer #: 72455

Adviser: Janet Gabriel & Dave Jones
Union High School
2350 North Third Street
Union, NJ 07083

Sales Representative

Name: Nancy Prudente
Phone: 732-899-4228
Fax: 732-899-5093
Email: nancy.prudente@balfour-rep.com

Contact Information

Christine Anderson
Credit Representative
1-800-482-0425

Copies In Excess of Order

If you received copies in excess of your original order and were unable to sell all or part, please complete this form and return to Taylor Publishing Company for credit.

3	Number of excess copies received @ \$35.00 each = \$105.00 as itemized on your yearbook invoice.
3	Number of excess copies sold.
	Total number of excess copies remaining to be credited to your yearbook account.

Please return within 30 days of invoice date.

Signature: 

Return this portion with payment in Envelope Provided

Make Checks Payable to:
Taylor Publishing Company
dba Balfour
P.O. Box 911514
Dallas, TX 75391-1514

OR

To Pay by Credit Card
Please call 1-800-482-0425

Customer Number: 72455

Amount Paid: \$17,987.35

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

SCHOOL UHS DATE 9/3/14
ACCOUNT NAME Key Club ACCT.# #2046
VENDOR Ng District Key Club International AMOUNT \$

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

fall rally registration payment

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

Laure DelGuercio
NAME

James J. Damato
SIGNATURE

BOARD APPROVAL DATE: 9/16/14

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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 06/27/14

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ max \$1600 to the order of NJ District of Key Club International and charge the account of Key Club Acc't. No. 46

Purpose: payment for registration for Fall Rally on 10/12

Key Club
Club or Activity

[Signature]
Faculty Adviser - Signature

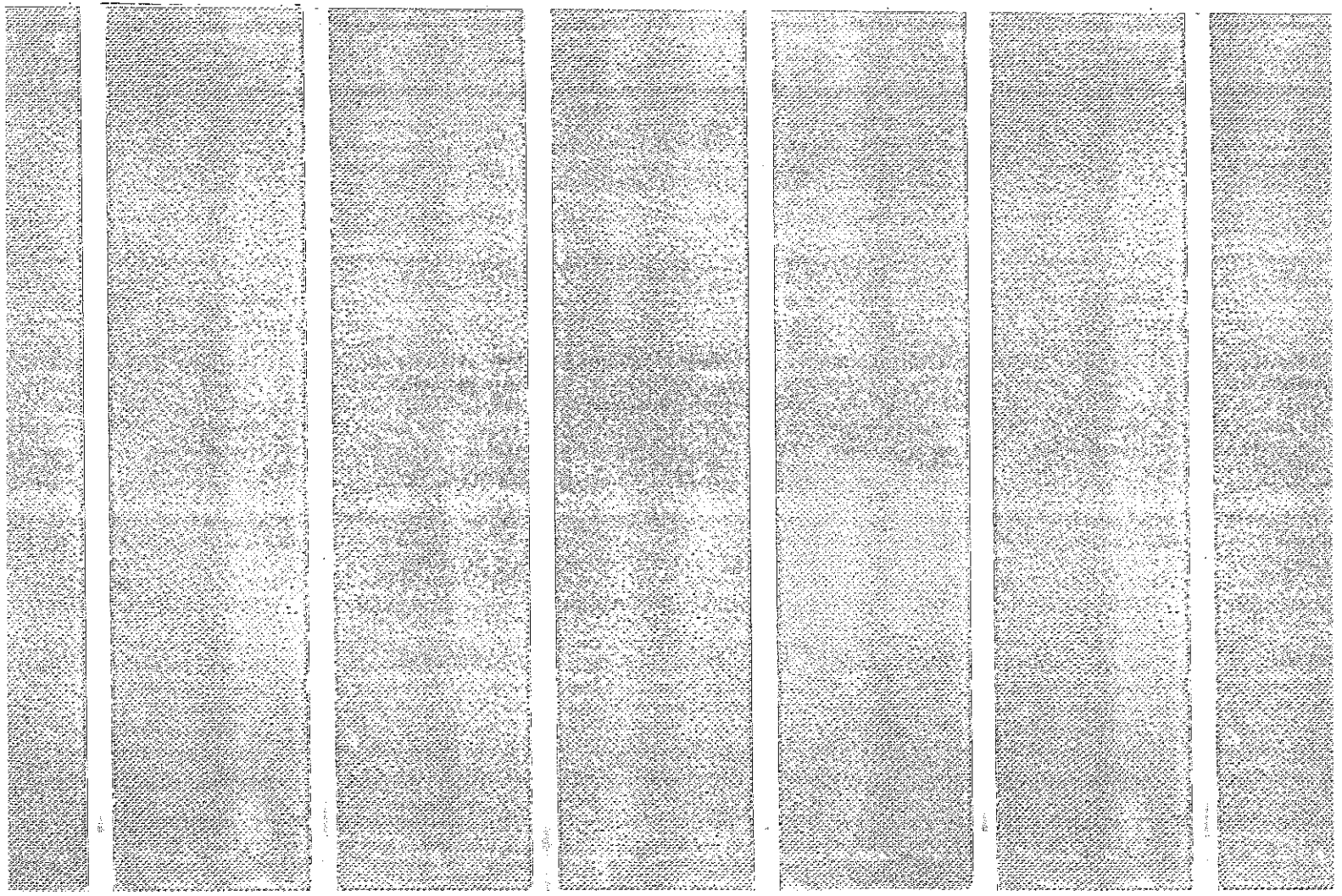
II. Account Balance \$1916.21 Verified by [Signature]

Date 9/3/14 Comment _____

III. Approved _____ Date _____
Principal - Signature

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

Processed by _____



FALL RALLY 2014

KEY CLUB



New Jersey District

Early Registration Form MUST BE POSTMARKED BY SEPTEMBER 24, 2014

Contact Information

Name of School: Union High School Division # 15

Contact Person: (Club President/Advisor): Courney Prieto

Phone Number: _____

Email Address: _____

Registration Information

Please see the Registration Guidelines on Page 4 for further clarification of all ticket & luncheon information. Each club will receive ONE FREE Bus Pass to be used by the CLUB ADVISOR. Complimentary admission for bus drivers will be provided at GUEST RELATIONS – Must show Bus Driver ID.

Number of non-Season Pass-holding Attendees: Max 10 at \$37.00 per person = \$ _____
(Do not include the one free ticket for the adult chaperone/advisor)

Number of Season Pass-holding Attendees: _____ at \$6.00 per person = \$ _____

Total Number of Tickets/Passes Purchased: _____ + 1 free advisor ticket = _____

Total Registration Amount Due: \$ _____

*Please see luncheon information before filling out the check.

Payment Information – All checks payable to: "New Jersey District of Key Club"

Early Registration must be postmarked by September 24, 2014 to the following address:

New Jersey Kiwanis District Office
120 Morris Avenue
Summit, NJ 07901

*All registration receipts will be sent to the e-mail address above unless otherwise requested.

Please send a paper receipt to my school _____

BUS Parking Pass _____ (1 per bus)

* Name: _____ Address: _____

(Great Adventure charges for parking. EVEN IF YOU PLAN ON REGISTERING LATE PLEASE PRE-ORDER YOUR BUS PASS. Key Club is absorbing these costs. 1 bus pass per club unless over 35 registered. Bus Pass only available by Early Registration. Great Adventure will not allow cars to use a bus pass)

This form will not be accepted if postmarked after September 24, 2014.

Please use the late registration form if registering after this date. The cost will be \$41 and will be collected at the Late Registration table at the park on the day of Fall Rally. Lunch options are not available with late registration.