



Corporate Card Statement of Account

**Sign-up For
Online Statements**

www.americanexpress.com/gopaperless

Prepared For
JUANITA YOUNGKIN
UNIDOS US

Account Number
XXXX-XXXXX0-01007

Closing Date
09/28/24

Page 1 of 5

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$
1,342.32	4,827.35	0.00	1,342.32	0.00	4,827.35

For important information regarding your account refer to page 2.

Please submit all outstanding expenses.

To manage your Account online or to pay your bill, please visit us at corp.americanexpress.com. For additional contact information, please see the reverse side of this page.

▼ Please fold on the perforation below, detach and return with your payment ▼

Do not staple or use paper clips

Payment Coupon

Account Number 3794-303910-01007

JUANITA YOUNGKIN
UNIDOS US
3917 RHODE HBR RD
EDGEWATER MD 21037

Amount Due
\$4,827.35

Payable upon receipt in U.S. Dollars.

Enter 15 digit account number on all payments.

Checks or drafts must be drawn against banks located in the U.S.

Mail Payment to:

See reverse side for instructions on how to update your address, phone number, or email.

AMERICAN EXPRESS
PO BOX 96001
LOS ANGELES CA 90096-8000
|||||

00003794303910001007 000482735000482735 2&H

Payments: Your American Express® Corporate Card statement is payable in full upon receipt. Payments received after 5:00pm may not be credited until the next day. Payments must be sent to the payment address shown on your statement and must include the remittance coupon from your statement. Payments must be made in US currency, with a single draft or check drawn on a US bank and payable in US dollars or with a single negotiable instrument payable in US dollars and clearable through the US banking system, or through an electronic payment method clearable through the US banking system. Your Account number must be included on or with all payments. If payment does not conform to these requirements, crediting may be delayed and additional Charges may be imposed. If we accept payment made in a foreign currency, we will choose a conversion rate that is acceptable to us to convert your remittance into US currency, unless a particular rate is required by law. Please do not send post-dated checks. They will be deposited upon receipt. Our acceptance of any payment marked with a restrictive legend will not operate as an accord or satisfaction without our express prior written approval.

Authorization for Electronic Debit: We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number and check serial number to your financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, you authorize us to initiate an electronic debit from your bank or asset account. When we process your check electronically, your payment may be debited to the bank or asset account as soon as the same day we receive your check, and you will not receive that cancelled check with your bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Card, please note that you are eligible to pay your bill online.

Authorization for Electronic Payments: By using Pay By Computer, Pay By Phone or any other electronic payment service of ours, you will be authorizing us to initiate an electron debit to the financial account you specify in the amount you request. Payments received after 5:00pm may not be credited until the next day.

Transactions Made in Foreign Currencies: If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, **in each instance increased by 2.5%**. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

In Case of Errors or Questions About Your Bill: If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-528-2122 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. Requests for refunds of credit balances (designated "CR") should be made by calling us at 1-800-528-2122 or the number on the back of your Card. Billing disputes can also be initiated online. This applies to Corporate Cards only, not Cards issued under the Corporate Defined Express Program.

In Case of Errors or Questions About Electronic Transfers: Please contact us by calling 1-800-IPAY-AXP for Pay By Phone, Pay By Computer issues and automatic payment issues.

When Contacting Us Regarding Errors or Questions: We must hear from you no later than 60 days after we send you the first bill on which the error or problem appeared. When contacting us, please give us the following information: 1. Your name and account number; 2. The dollar amount of the suspected error; 3. Describe why you believe there is an error. If you need more information, describe the item you are unsure about. You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.



Manage your Card account online at:
americanexpress.com/
checkyourbill



For all further inquiries or to pay by phone, please call the number on the back of your Card.

If your Card has been lost or stolen, please call 1-800-528-2122

International Collect:
1-336-393-1111

Hearing Impaired Services:
Dial Relay 711 and
1-800-528-2122

Large Print and Braille Statements:
1-800-528-2122



Customer Service
P.O. Box 981531
El Paso, TX
79998-1531

Payments
PO BOX 96001
LOS ANGELES CA 90096-
8000

Change of Address, phone number, email

- Online at www.americanexpress.com/updatecontactinfo
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

Please do not add any written communication or address change on this stub.



Activity Date reflects either transaction or posting date

Card Number	XXXX-XXXXX0-01007	Reference Code	Amount \$
09/16/24	CORPORATE REMITTANCE RECEIVED 09/16		-1,342.32
09/03/24	IDEALIST.O* IDEALIST NEW YORK CITY NY REF# NT_QMCTOXWVK +16467866886 09/03/24		125.00
09/03/24	IDEALIST.O* IDEALIST NEW YORK CITY NY REF# NT_QMDAIUBHY +16467866886 09/03/24		125.00
09/03/24	IDEALIST.O* IDEALIST NEW YORK CITY NY REF# NT_QMDGSFSJH +16467866886 09/03/24		125.00
09/05/24	POTBELLY WASHINGTON DC REF# NT_QNK3VWSFM +12122600895 09/05/24		20.20
09/05/24	MC JOB POST 62812700 ATLANTA GA REF# 742078542491 678-300-2314 09/04/24	74207854249	69.00
09/05/24	CLDTKN CHECKR, INC CHECKR.C SAN FRANCISCO C REF# NT_QNGVJYEBI +18558333364 09/05/24		98.52
09/07/24	Staples Inc PUTNAM PUTNAM CT REF# 353264941 Staples Inc 09/07/24 ORD 9983692919 ;REQ ANITA YOUNGKIN IT1 WELCHS GLUT;UPI 32.2900;QTY1 IT2 STAPLES GEL;UPI 10.8900;QTY1 FRT 0.00;HDL 0.00;ITM9 ROC NUMBER 353264941 TAX \$10.09	35326494100	272.37
09/09/24	Staples Inc PUTNAM PUTNAM CT REF# 353312184 Staples Inc 09/09/24 ORD 9983692919 ;REQ ANITA YOUNGKIN IT1 SNYDERS MIN;UPI 31.8900;QTY1 IT2 SPECIAL K N;UPI 37.8800;QTY1 FRT 0.00;HDL 0.00;ITM2 ROC NUMBER 353312184	35331218400	69.20
09/09/24	Staples Inc PUTNAM PUTNAM CT REF# 353312176 Staples Inc 09/09/24 ORD 9983692919 ;REQ ANITA YOUNGKIN IT1 LINDT LINDO;UPI 36.9900;QTY1 IT2 ;UPI 0.0000;QTY FRT 0.00;HDL 0.00;ITM1 ROC NUMBER 353312176	35331217600	36.69
09/13/24	SUN SERVICE INC 0000 CHEVY CHASE MD REF# 39500001 202-439-3420 09/12/24 MISCELLANEOUS PERSO ROC NUMBER 39500001	39500001000	59.29
09/16/24	IDEALIST.O* IDEALIST NEW YORK CITY NY REF# NT_QRWERKKYD +16467866886 09/16/24		105.00
09/16/24	IDEALIST.O* IDEALIST NEW YORK CITY NY REF# NT_QRWFS1OPW +16467866886 09/16/24		125.00
09/16/24	IDEALIST.O* IDEALIST NEW YORK CITY NY REF# NT_QRWFVOURM +16467866886 09/16/24		125.00
09/16/24	IDEALIST.O* IDEALIST NEW YORK CITY NY REF# NT_QRWG0ANDN +16467866886 09/16/24		125.00
09/17/24	CLDTKN AMAZON.COM*4U4QM2RT3 AMZN.COM/BILL W REF# 60TZ8OXHPCH5 MERCHANDISE 09/16/24		7.64
09/17/24	CLDTKN AMAZON.COM*1S7SU7YM3 AMZN.COM/BILL W REF# LH4XTVZYBYNJ MERCHANDISE 09/16/24		26.11
09/17/24	IC* INSTACART SAN FRANCISCO CA REF# KYG159KS 8882467822 09/17/24		59.83

Continued on reverse

Activity Continued			Reference Code	Amount \$
09/17/24	IC* INSTACART REF# PFH8Q8CK	SAN FRANCISCO CA 8882467822 09/17/24		335.31
09/19/24	SOUTHWEST AIRLINES (DALLAS TX TKT# 5262561934288 AIRLINE/AIR C 09/18/24 PASSENGER TICKET CORBETT YOUNGKIN/JUANITA SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES (DALLAS TX FROM BALTIMORE MD TO CARRIER CLASS PHOENIX AZ WN Q TO BALTIMORE MD WN O TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00		79003742860	986.95
09/19/24	SOUTHWEST AIRLINES (DALLAS TX TKT# 5264254128419 AIRLINE/AIR C 09/18/24 MISC. CHARGE ORDER (MCO)/PREPAID TICKET AUTH CORBETT YOUNGKIN/JUANITA SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES (DALLAS TX FROM BALTIMORE MD TO CARRIER CLASS PHOENIX AZ WN 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00		79003742860	35.00
09/19/24	SOUTHWEST AIRLINES (DALLAS TX TKT# 5264254128420 AIRLINE/AIR C 09/18/24 MISC. CHARGE ORDER (MCO)/PREPAID TICKET AUTH CORBETT YOUNGKIN/JUANITA SOUTHWEST AIRLINES (MAS SOUTHWEST AIRLINES (DALLAS TX FROM PHOENIX AZ TO CARRIER CLASS BALTIMORE MD WN 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00		79003742860	35.00
09/21/24	EXPEDIA 729253540102 EXPEDIA.COM WA REF# QAPX8BGVX TRAVEL 09/21/24			48.00
09/24/24	CHEVRON 0388241/CHEV PHOENIX AZ REF# 00388241 411 CONVENIENCE STO 09/23/24 CHEVRON TAX ROC NUMBER 00388241 4110736 TAX \$0.18		00388241041	10.76
09/24/24	Shake Shack - 1147A SCOTTSDALE AZ 298501305 2985013057495040185251 09/23/24 ShackBurger® Fries Cookies and Cream Shake Utensils Opt-Out ROC NUMBER 2985013057495040 TAX \$1.35		29850130574	19.80
09/24/24	CRANBERRY HILLS 1804 PHOENIX AZ REF# 730110042679 CRANBERRYHILLS@ 09/23/24		73011004267	31.77

Continued on next page



Prepared For
JUANITA YOUNGKIN
 UNIDOS US

Account Number
 XXXX-XXXXX0-01007

Closing Date
 09/28/24

Activity Continued		Reference Code	Amount \$
09/25/24	CACTUS OIL LLC SCOTTSDALE AZ REF# 00003816 480-596-3800 09/24/24 GAS/SERVICES ROC NUMBER 00003816	00003816000	4.17
09/25/24	BLIMPIE 12197 0000 SCOTTSDALE AZ REF# 00000037 480-991-3988 09/24/24 FAST FOOD RESTAURAN ROC NUMBER 00000037	00000037000	7.36
09/25/24	CRANBERRY HILLS 1804 PHOENIX AZ REF# 730110042689 CRANBERRYHILLS@ 09/24/24	73011004268	16.68
09/26/24	CIRCLE K 01667/CIRCL PHOENIX AZ REF# 00 CONVENIENT S 09/25/24 CIRCLE K TAX		25.72
09/26/24	STAYBRIDGE SUITES SC SCOTTSDALE AZ REF# 001765 701-356-2615 09/25/24 OTHER ROC NUMBER 001765	00176500000	850.59
09/26/24	BUDGET RENT A CAR PHOENIX AZ R/A# 768799135 AUTOMOBILE RE 09/25/24 BUDGET RENT A CAR LOCATION DATE/TIME RENTAL AGREEMENT PHOENIX AZ 09/21/24 768799135 000000 RETURN TR# PHOENIX AZ 09/25/24 CORBETTYOUNGKIN,JUANITA	76879913500	571.98
09/26/24	CRANBERRY HILLS 1804 PHOENIX AZ REF# 730110042699 CRANBERRYHILLS@ 09/25/24	73011004269	16.37
09/26/24	CRANBERRY HILLS 1804 PHOENIX AZ REF# 730110042699 CRANBERRYHILLS@ 09/25/24	73011004269	8.04
09/26/24	IDEALIST.O* IDEALIST NEW YORK CITY NY REF# NT_QV8MKWER0 +16467866886 09/26/24		125.00
09/26/24	IDEALIST.O* IDEALIST NEW YORK CITY NY REF# NT_QV8P1SZQK +16467866886 09/26/24		125.00
Total for JUANITA YOUNGKIN		New Charges/Other Debits	4,827.35
		Payments/Other Credits	-1,342.32

Missing Receipt Declaration - Dinner

Date of Expense: 9/23/24
Vendor: CRANBERRY HILLS
Amount: 31.77 USD
City: Phoenix, Arizona

I certify that the detail and amount shown above was expended for business purposes. If charged to a grant or contract, I certify that the claimed expenses comply with the conditions of the grant or contract.

Anita Youngkin

10/8/24

03:02 Greenwich Mean Time

Confirmation # **4NCATB**

Confirmation date: 09/18/2024

PASSENGER Juanita M Corbett Youngkin

RAPID REWARDS # [22710055966](#)

TICKET # [5262561934288](#)

EST. POINTS EARNED 7,121

Rapid Rewards® points are only estimations. Cash + Points bookings will not earn Rapid Rewards points, tier qualifying points for A-List or A-List preferred status or Companion Pass qualifying points.

Your itinerary

Flight 1: Saturday, 09/21/2024
Est. Travel Time: 4h 50m
[Wanna Get Away Plus™](#)

	DEPARTS	ARRIVES
FLIGHT # 3195	BWI 01:10PM Baltimore	PHX 03:00PM Phoenix

Flight 2: Wednesday, 09/25/2024
Est. Travel Time: 4h 20m
[Wanna Get Away Plus™](#)

	DEPARTS	ARRIVES
FLIGHT # 1217	PHX 03:45PM Phoenix	BWI 11:05PM Baltimore

Payment information

Total cost

Air - **4NCATB**

Base Fare	\$	890.00
U.S. Transportation Tax	\$	66.75

FLIGHT
3195

DEPARTS

BWI 01:10PM

Baltimore

ARRIVES

PHX 03:00PM

Phoenix

Flight 2:

Wednesday, 09/25/2024

Est. Travel Time: 4h 20m

Wanna Get Away Plus™

FLIGHT
1217

DEPARTS

PHX 03:45PM

Phoenix

ARRIVES

BWI 11:05PM

Baltimore

Payment information

Total cost

Air - 4NCATB

Base Fare	\$	890.00
U.S. Transportation Tax	\$	66.75
U.S. 9/11 Security Fee	\$	11.20
U.S. Flight Segment Tax	\$	10.00
U.S. Passenger Facility Chg	\$	9.00
EarlyBird	\$	70.00
Total	\$	1,056.95

Payment

September 18, 2024

Payment Amount

\$986.95

Amer Express ending in 1007

September 18, 2024

Payment Amount

\$35.00

Amer Express ending in 1007

September 18, 2024

Payment Amount

\$35.00

Amer Express ending in 1007



Southwest Airlines

You're going to Phoenix on 09/21
(4NCATB)!



Southwest Airlines

Sep 19

To: Me

Here's your itinerary & receipt. See ya soon!
[View in web browser](#) | [View our mobile site](#)

Southwest

[Manage Flight](#) | [Flight Status](#) | [My Account](#)

Travel notice

REAL ID Requirement: Do you have a REAL ID? Beginning [May 7, 2025](#), you will need a state-issued REAL ID compliant license or identification card, or another acceptable form of ID (such as a U.S. Passport), to fly within the United States. Visit www.tsa.gov for a list of acceptable forms of ID and additional information regarding REAL ID requirement.



Hi Juanita M,

We're looking forward to flying together! It can't come soon enough. Below you'll find your itinerary, important travel information, and trip receipt. See you onboard soon!

SEPTEMBER 21 - SEPTEMBER 25



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(4NCATB)!



Southwest Airlines

Sep 19

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SEPTEMBER 21 - SEPTEMBER 25

Confirmation # **4NCATB**

Confirmation date: 09/18/2024

PASSENGER Juanita M Corbett Youngkin

RAPID REWARDS # 22710055966

TICKET # 5262561934288

EST. POINTS EARNED 7,121

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Est. Travel Time: 4h 20m
Wanna Get Away Plus™

	DEPARTS	ARRIVES
FLIGHT # 1217	PHX 03:45PM Phoenix	BWI 11:05PM Baltimore

Payment information

Total cost

Air - **4NCATB**

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FLIGHT
3195

DEPARTS

BWI 01:10PM

Baltimore

ARRIVES

PHX 03:00PM

Phoenix

Flight 2:

Wednesday, 09/25/2024

Est. Travel Time: 4h 20m

Wanna Get Away Plus™

FLIGHT
1217

DEPARTS

PHX 03:45PM

Phoenix

ARRIVES

BWI 11:05PM

Baltimore

Payment information

Total cost

Air - 4NCATB

Base Fare	\$	890.00
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FLIGHT # 1217	PHX 03:45PM Phoenix	BWI 11:05PM Baltimore

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U.S. Transportation Tax	\$	66.75



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Southwest Airlines

Sep 19

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We're looking forward to flying together! It can't come soon enough. Below you'll find your itinerary, important travel information, and trip receipt. See you onboard soon!

SEPTEMBER 21 - SEPTEMBER 25



We are proud to feature a 100% smoke-free fleet!

RENTAL AGREEMENT NUMBER: 768799135

RECEIPT

Your Information

Customer Name: JUANITA CORBETTYOUNGKIN
Budget Customer Discount: EXPEDIA MOBILE
Method of Payment: AMEX XX1007 CHIP
AID: A000000025010801
MID: 000004165501992
AMERICAN EXPRESS
Signature Captured
TID: GUIPHX00
AUTH: 869990
Authorization Mode: Issuer

Your Vehicle Information

Vehicle Number: 53769973
Vehicle Group Rented: Intermediate SUV
Vehicle Group Charged: Intermediate SUV
Vehicle Description: WHI NISSAN ROGUE AWD
License Plate Number: OKNVS035
Odometer Out: 28543
Odometer In: 28712
Total Driven: 169
Fuel Reading: Out 14.0 Gal| In14.0 Gal

Your Rental

Pickup Date/Time: SEP 21,2024@4:37PM
Pickup Location: 1805 E SKY HARBOR CIRCLE SOUTH
SKY HARBOR INTL AIRPORT
PHOENIX,AZ,85034,US
602-261-5950

Return Date/Time: SEP 25,2024@1:37PM
Return Location: 1805 E SKY HARBOR CIRCLE SOUTH
SKY HARBOR INTL AIRPORT
PHOENIX,AZ,85034,US
602-261-5950

Additional fees may apply if changes are made to your return date, time and/or location.

Your Vehicle Charges (MIN 74 HRS IF NOT MET DLY RT = 75.45 / MAX 98 HRS)

Table with columns: Rate Chart, Free Miles, Time and Mileage. Includes rows for Miles (UNLIMITED), Hourly (15.10), Ad'l day (75.45), Period (301.80), and Time and Mileage (271.62).

Your Optional Products/Services

Table with columns: Product/Service, Amount, Status. Includes Loss Damage Waiver (32.99, Accepted) and Fuel Service = (14.0 Gal Out- 14.0 Gal In) (9.990/GAL). Total: 131.96.

Your Taxable Fees

Table with columns: Fee Description, Amount. Includes 11.11% Concession Recovery Fee (45.72), CUSTOMER FACILITY CHG (24.00), ENERGY RECOVERY FEE (2.40), MAINTENANCE FAC FEE (5.56), Sub-total-Charges (481.26), TAX 15.600% (75.08).

Your Non-Taxable Products/Services

Table with columns: Product/Service, Amount. Includes COUNTY SURCHARGE 3.25% (15.64).

Summary table with columns: Description, Amount. Includes Your Total Charges (571.98) and Prepayment (0.00).

Summary table with columns: Description, Amount. Includes Net Charges (USD 571.98) and Your Total Due (0.00).

Thank you for renting with Budget. For all other inquiries, please contact us at 1-800-527-0700. or www.budget.com.

Your vehicle was rented to you by ROBBIE. Your vehicle was checked in by 99987.



58

10-07-24

Juanita Youngkin 3917 Rhode Harbor Road Edgewater MD 21037 United States	Folio No. :	30454	Room No. :	305
	A/R Number :		Arrival :	09-21-24
	Group Code :		Departure :	09-25-24
	Company :	Unidos US	Conf. No. :	28598355
	Membership No. :		Rate Code :	IGCOR
	Invoice No. :		Page No. :	1 of 1

Date	Description	Charges	Credits
09-21-24	*Accommodation	189.00	
09-21-24	SRPMIC Transaction Tax	13.74	
09-21-24	Transaction Tax	3.31	
09-21-24	Hotel Occupancy Tax	9.45	
09-22-24	*Accommodation	179.00	
09-22-24	SRPMIC Transaction Tax	13.01	
09-22-24	Transaction Tax	3.13	
09-22-24	Hotel Occupancy Tax	8.95	
09-23-24	*Accommodation	189.00	
09-23-24	SRPMIC Transaction Tax	13.74	
09-23-24	Transaction Tax	3.31	
09-23-24	Hotel Occupancy Tax	9.45	
09-24-24	*Accommodation	189.00	
09-24-24	SRPMIC Transaction Tax	13.74	
09-24-24	Transaction Tax	3.31	
09-24-24	Hotel Occupancy Tax	9.45	
09-25-24	American Express		850.59
	XXXXXXXXXXXX1007		
Total		850.59	850.59
Balance		0.00	

Guest Signature: _____

I have received the goods and / or services in the amount shown herein. I agree that my liability for this bill is not waived and agree to be held personally liable in the event that the indicated person, company, or associate fails to pay for any part or the full amount of these charges. If a credit card charge, I further agree to perform the obligations set forth in the cardholder's agreement with the issuer.

Staybridge Suites Scottsdale - Talking Stick
 9141 E. Hummingbird Ln Scottsdale, AZ 85250
 Tel: (480) 291-5175 Fax: (480) 291-5185

Missing Receipt Declaration - Fuel

Date of Expense: 9/25/24
Vendor: CIRCLE K 2701667
Amount: 25.72 USD
City: Phoenix, Arizona
Business Reason: Phoenix Trip

I certify that the detail and amount shown above was expended for business purposes. If charged to a grant or contract, I certify that the claimed expenses comply with the conditions of the grant or contract.

Anita Youngkin

10/8/24

04:21 Greenwich Mean Time



Insured: Juanita Corbett-Youngkin

Address: Electronic Fulfilment - Address not applicable

Plan Number: 24265X03N4

Travel Protection Plan Cost: \$48.00

Dear Juanita Corbett-Youngkin,

Thank you for choosing Generali Global Assistance for your travel protection needs. Your Travel Protection Plan, detailing the terms and conditions of your plan, is attached. We highly recommend reviewing your plan document carefully and that you take a copy of it with you on your trip. Coverage under this plan begins and ends at the local time of your pickup and drop off location on your reservation confirmation. The times on your policy have been translated to Pacific Time (PDT/PST).

The plan you have purchased is designed to meet your most pressing travel needs and includes both travel insurance and assistance services. The pricing and outline of these offerings is included in the plan document attached.

To further assist you during your trip, emergency assistance is available 24 hours a day by contacting our Travel Assistance Team within the U.S. at [\(866\) 922-0278](tel:8669220278) or internationally at [\(202\) 974-6480](tel:2029746480) (collect calls accepted).

Checkr Inc.
1 Montgomery Street
Suite 2400
San Francisco CA 94104
US

INVOICE

UnidosUS

UNIDOSUS-A07ABA3D23-0016

Invoice # 1409814

PO #

Invoice Date: 08/31/2024

Bill To:
UnidosUS
1126 16th St NW #600
Washington DC DC 20036
US



USD \$98.52

Due Date: 09/05/2024

AutoPay: ON

This invoice is for your reference only. As you are enrolled in our autopay service, no further action is required from you. The payment will be processed automatically on 09/05/2024.

Item	Quantity	Unit Price	Amount
Greenhouse Professional	1	\$79.99	\$79.99
Education Verification Fee	1	\$12.95	\$12.95
Subtotal			\$92.94
Sales Tax (6.0000%)			\$5.58
Total			\$98.52

Invoice #3046389 - Paid

Idealist.org
389 5th Ave, FL 9
New York, NY 10016

To UnidosUS
Name Karen Reyes
Email kreyes@unidosus.org
Address 1126 16th Street, NW, Washington, DC, 20036, United States
Posted 9/3/2024
Status Paid
Memo Director, Immigration Policy Project [\(Change\)](#)

Item	Price
Job Listing for "Director, Immigration Policy Project" in Washington for up to 30 days.	\$125 USD
Payment: Credit Card (\$125.00 USD of \$125.00 USD)	

Due: \$0 USD

Invoice #3046403 - Paid

Idealist.org
389 5th Ave, FL 9
New York, NY 10016

To UnidosUS
Name Karen Reyes
Email kreyes@unidosus.org
Address 1126 16th Street, NW, Washington, DC, 20036, United States
Posted 9/3/2024
Status Paid
Memo Program Manager, Workforce Development [\(Change\)](#)

Item	Price
Job Listing for "Program Manager, Workforce Development" in Washington for up to 30 days.	\$125 USD
Payment: Credit Card (\$125.00 USD of \$125.00 USD)	

Due: \$0 USD

Invoice #3046405 - Paid

Idealist.org
389 5th Ave, FL 9
New York, NY 10016

To UnidosUS
Name Karen Reyes
Email kreyes@unidosus.org
Address 1126 16th Street, NW, Washington, DC, 20036, United States
Posted 9/3/2024
Status Paid
Memo Manager, Federal Grants & Shared Financial Services [\(Change\)](#)

Item	Price
Job Listing for "Manager of Federal Grants & Shared Financial Services" in Washington for up to 30 days.	\$125 USD
Payment: Credit Card (\$125.00 USD of \$125.00 USD)	

Due: \$0 USD



FW: Potbelly Order Received

From Anita Youngkin <ayoungkin@unidosus.org>
Date Thu 9/5/2024 3:22 PM
To Oscar Mendieta Bravo <obravo@unidosus.org>

Lunch meeting Liliana and Anita
Please save this for the Amex card

Anita Youngkin | Deputy Vice President, Human Resources



| o 202.776.1731 | ayoungkin@unidosus.org

NCLR is now **UnidosUS**. Find out more at unidosus.org | [Facebook](#) | [Twitter](#)

From: Potbelly <noreply@olo.com>
Sent: Thursday, September 5, 2024 1:24 PM
To: Anita Youngkin <ayoungkin@unidosus.org>
Subject: Potbelly Order Received

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



17TH & L
 1660 L Street NW, Washington, DC 20036

(202) 463-8111

Order # 29425309444227076
 (Note: You do not need this number to pickup)

Customer Name: Anita Youngkin
 Customer Email: ayoungkin@unidosus.org
 Customer Contact Number: 12026400405

Payment Method: Credit Card Amex x-1007. Amount: \$20.20

ORDER FOR PICKUP
 Order ready at **1:36 PM**, TODAY (THURSDAY, 9/5/2024)

Once your order is ready, head inside and pick up your order from the shelves.

1 x Utz Cheese Curls	(1 x \$2.19)	=	\$2.19
1 x Diet Coke	(1 x \$3.39)	=	\$3.39
1 x Chicken Salad			

ANITA

- 1 x Skinny (1 x \$6.39) = \$6.39
- 1 x Multigrain
- 1 x Chicken Salad
- 1 x No Cheese
- 1 x Lettuce
- 1 x No, I don't need napkins.

1 x Chicken Salad

LILIANA

- 1 x Skinny (1 x \$6.39) = \$6.39
- 1 x Multigrain
- 1 x Chicken Salad
- 1 x No Cheese
- 1 x Mayo
- 1 x Lettuce
- 1 x No, I don't need napkins.

SUBTOTAL	\$18.36
TAX	\$1.84
TOTAL	\$20.20

[Order Confirmation](#)

Thanks for your business! We really appreciate it.

-Your local Potbelly crew

Note: Add noreply@olo.com to your safe-senders list so that you are sure to receive our messages.

For order issues, please contact 17TH & L at (202) 463-8111.

Order placed at 1:23 PM

Invoice #3048990 - Paid

Idealist.org
389 5th Ave, FL 9
New York, NY 10016

To UnidosUS
Name Karen Reyes
Email kreyes@unidosus.org
Address 1126 16th Street, NW, Washington, DC, 20036, United States
Posted 9/26/2024
Status Paid
Memo Senior Program Development Specialist [\(Change\)](#)

Item	Price
Job Listing for "Senior Program Development Specialist" in Washington for up to 30 days.	\$125 USD
Payment: Credit Card (\$125.00 USD of \$125.00 USD)	

Due: \$0 USD

Invoice #3048993 - Paid

Idealist.org
389 5th Ave, FL 9
New York, NY 10016

To UnidosUS
Name Karen Reyes
Email kreyes@unidosus.org
Address 1126 16th Street, NW, Washington, DC, 20036, United States
Posted 9/26/2024
Status Paid
Memo Senior Program Manager, Racial Equity Initiative [\(Change\)](#)

Item	Price
Job Listing for "Senior Program Manager, Racial Equity Initiative" in Washington for up to 30 days.	\$125 USD
Payment: Credit Card (\$125.00 USD of \$125.00 USD)	

Due: \$0 USD

Tell us what you want from a hiring tool.
Share your feedback in this 5-minute survey.

Start



Invoice #3009791 - Paid

Idealist.org
389 5th Ave, FL 9
New York, NY 10016

To UnidosUS
Name Karen Reyes
Email kreyes@unidosus.org
Address 1126 16th Street, NW, Washington, DC, 20036, United States
Posted 11/9/2023
Status Paid
Memo

Item	Price
Job Listing for "Senior State Policy Strategist, California" in Sacramento for up to 30 days.	\$105 USD
Payment: Credit Card (\$105.00 USD of \$105.00 USD)	

Due: \$0 USD

Tell us what you want from a hiring tool.
Share your feedback in this 5-minute survey.

Start



Invoice #3016988 - Paid

Idealist.org
389 5th Ave, FL 9
New York, NY 10016

To UnidosUS
Name Karen Reyes
Email kreyes@unidosus.org
Address 1126 16th Street, NW, Washington, DC, 20036, United States
Posted 1/12/2024
Status Paid
Memo

Item	Price
Job Listing for "Senior State Policy Strategist, California" in Sacramento for up to 30 days.	\$125 USD
Payment: Credit Card (\$125.00 USD of \$125.00 USD)	

Due: \$0 USD

Tell us what you want from a hiring tool.
Share your feedback in this 5-minute survey.

Start



Invoice #3016993 - Paid

Idealist.org
389 5th Ave, FL 9
New York, NY 10016

To UnidosUS
Name Karen Reyes
Email kreyes@unidosus.org
Address 1126 16th Street, NW, Washington, DC, 20036, United States
Posted 1/12/2024
Status Paid
Memo

Item	Price
Job Listing for "Director, Economic Policy Project" in Washington for up to 30 days.	\$125 USD
Payment: Credit Card (\$125.00 USD of \$125.00 USD)	

Due: \$0 USD

Tell us what you want from a hiring tool.
Share your feedback in this 5-minute survey.

Start



Invoice #3016996 - Paid

Idealist.org
389 5th Ave, FL 9
New York, NY 10016

To UnidosUS
Name Karen Reyes
Email kreyes@unidosus.org
Address 1126 16th Street, NW, Washington, DC, 20036, United States
Posted 1/12/2024
Status Paid
Memo

Item	Price
Job Listing for "Senior Policy Advisor (Tax Policy), Economic Policy Project" in Washington for up to 30 days.	\$125 USD
Payment: Credit Card (\$125.00 USD of \$125.00 USD)	

Due: \$0 USD



Final Details for Order #112-2530690-1022648

[Print this page for your records.](#)

Order Placed: September 16, 2024

Amazon.com order number: 112-2530690-1022648

Order Total: \$33.75

Shipped on September 17, 2024

Items Ordered

1 of: *Tostitos, Bitesize Rounds, 1 Ounce (Pack of 40)*, Tostitos

Sold by: Amazon.com Services, Inc

Supplied by: Other

Condition: New

1 of: *HERDEZ Guacamole Salsa, Medium, 32 oz. jug*

Sold by: Amazon.com Services, Inc

Supplied by: Other

Condition: New

Price

\$19.62

\$6.49

Shipping Address:

LaTia Littlejohn
10602 Vista Linda dr.
Mitchellville, MD 20721
United States

Shipping Speed:

Rush Shipping

Shipped on September 16, 2024

Items Ordered

1 of: *Pace Salsa, Chunky Medium Salsa, Perfect For Taco Night, 64 oz Bottle*

Sold by: Amazon.com Services, Inc

Supplied by: Other

Condition: New

Price

\$7.64

Shipping Address:

LaTia Littlejohn
10602 Vista Linda dr.
Mitchellville, MD 20721
United States

Shipping Speed:

Rush Shipping

Payment information

Payment Method:

American Express ending in 1007

Billing address

Juanita Youngkin
3917 RHODE HARBOR RD
EDGEWATER, MD 21037-4521

Item(s) Subtotal:	\$33.75
Shipping & Handling:	\$2.99
Free Shipping:	-\$2.99

Total before tax:	\$33.75
Estimated tax to be collected:	\$0.00

United States

Grand Total: \$33.75

Credit Card transactions

AmericanExpress ending in 1007: September 16, 2024:	\$7.64
AmericanExpress ending in 1007: September 17, 2024:	\$26.11

To view the status of your order, return to Order Summary.

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[Back to top](#)

English

United States

[Help](#)

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Fwd: Your Instacart order receipt

From Latia Littlejohn <llittlejohn0426@gmail.com>
Date Fri 10/11/2024 10:38 AM
To Oscar Mendieta Bravo <obravo@unidosus.org>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

----- Forwarded message -----
From: **Instacart** <orders@instacart.com>
Date: Tue, Sep 17, 2024 at 2:26 PM
Subject: Your Instacart order receipt
To: <llittlejohn0426@gmail.com>

Harris delivered your order

Your order from Wegmans was placed on September 17th, 2024 and delivered on September 17th, 2024 at 2:17 PM

3 Items Found

You could've saved \$8.91 on this order. [Join Instacart+](#)

ITEMS FOUND (WEGMANS)	3
PRODUCE	
Wegmans Tropical Fruit Bowl (64 oz container) 1 x \$26.99	Final item price: \$26.99
SNACKS	

ITEMS FOUND (WEGMANS)		3
Wegmans Mini Chocolate Chip Cookies (14 oz) 1 x \$5.79		Final item price: \$5.79
SkinnyPop Popcorn, Skinny Pack (6 each) 3 x \$6.39		Final item price: \$19.17

ORDER TOTALS

Items Subtotal	\$51.95
Checkout Bag Fee	\$0.05
Delivery Fee	\$7.99
Sales Tax	\$0.84
Tip	\$3.00
Service Fee	\$3.00
Priority Fee	\$3.00
Credit/Discount Applied	-\$10.00
Total	\$59.83
You saved	\$10.00

CHARGES

American Express ending in 1007

Original charge	\$59.83
<p><i>Your American Express 1007 card was temporarily authorized for \$69.00. You should see the hold removed and a final charge reflected on your statement within 7 business days of order completion depending on your bank's policies.</i></p> <p>Learn more</p>	
Total charged	\$59.83

Rate your order

Get help

[Returns Policy](#): Wegmans will not take in-store returns due to COVID-19 concerns.



Invite friends, earn money

Get \$10 when your friend places their first Instacart order — your friend gets up to \$10 too. Terms apply.

Share your link:

<https://inst.cr/t/6021aa6f0>

Or:

Copy code: [LLITTLEJOHN16482](#)



Share on Facebook



Share on WhatsApp



All promotional offers and discounts subject to Instacart [terms of service](#). Service fees or tips may still apply.

Instacart
50 Beale St. Suite 600. San Francisco, CA 94105
web: <https://www.instacart.com>

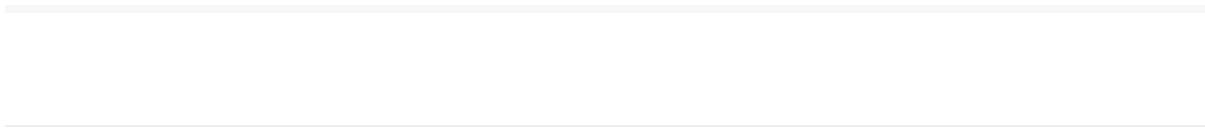


Fwd: Your Instacart order receipt

From Latia Littlejohn <llittlejohn0426@gmail.com>
Date Fri 10/11/2024 10:38 AM
To Oscar Mendieta Bravo <obravo@unidosus.org>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

----- Forwarded message -----
From: **Instacart** <orders@instacart.com>
Date: Tue, Sep 17, 2024 at 11:01 AM
Subject: Your Instacart order receipt
To: <llittlejohn0426@gmail.com>



Noah delivered your order

Your order from Wegmans was placed on September 16th, 2024 and delivered on September 17th, 2024 at 10:55 AM

15 Items Found

Members save \$7 per order on average. [Join Instacart+](#)

ITEMS FOUND (WEGMANS)	15
BAKERY	
Wegmans Mini Decadent Bites (6 oz) 2 x \$14.99	Final item price: \$29.98
Wegmans French Macarons, 12 Pack (5 oz) 2 x \$14.99	Final item price: \$29.98

ITEMS FOUND (WEGMANS)		15
Wegmans Cannoli Chip & Dip Tray (26 oz) 1 x \$24.99		Final item price: \$24.99
BEVERAGES		
Wegmans Purified Water 35 Pack FAMILY PACK (35 x 16.9 fl oz) 1 x \$4.39		Final item price: \$4.39
Coca-Cola Cola (12 x 12 fl oz) 1 x \$10.39		Original price: \$10.39 Final item price: \$7.00
Minute Maid Lemonade (12 x 12 fl oz) 1 x \$10.39		Original price: \$10.39 Final item price: \$7.00
Canada Dry Ginger Ale (12 x 12 fl oz) 1 x \$9.19		Original price: \$9.19 Final item price: \$6.50
Brisk Iced Tea Lemon 12 Fl Oz 12 Count (12 x 12 fl oz) 1 x \$9.19		Original price: \$9.19 Final item price: \$6.50

[See more items](#)

ORDER TOTALS

Items Subtotal	\$305.91
Checkout Bag Fee	\$0.15
Delivery Fee	\$1.99
Sales Tax	\$12.15
Tip	\$15.00
Service Fee	\$15.11
Credit/Discount Applied	-\$15.00
Total	\$335.31

You saved **\$27.16**

CHARGES

American Express ending in 1007

Original charge \$335.31

Your American Express 1007 card was temporarily authorized for \$349.00. You should see the hold removed and a final charge reflected on your statement within 7 business days of order completion depending on your bank's policies.

[Learn more](#)

Total charged \$335.31

Rate your order

Get help

[Returns Policy](#): Wegmans will not take in-store returns due to COVID-19 concerns.

Invite friends, earn money



Get \$10 when your friend places their first Instacart order — your friend gets up to \$10 too. Terms apply.

Share your link:

<https://inst.cr/t/6021aa6f0>

Or:

Copy code: LLITTLEJOHN16482



Share on Facebook



Share on WhatsApp



iOS



Android

All promotional offers and discounts subject to Instacart [terms of service](#). Service fees or tips may still apply.

Instacart
50 Beale St. Suite 600. San Francisco, CA 94105
web: <https://www.instacart.com>



Outlook

Re: Receipt / proof of payment request

From Support <help@memberclicks.com>

Date Mon 10/14/2024 12:34 PM

To Oscar Mendieta Bravo <obravo@unidosus.org>

Cc Karen Reyes <kreyes@unidosus.org>; Liliana Del Mar <ldelmar@unidosus.org>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Here is the job board receipt,

[Print](#) | [Close](#)

Transaction Successful

Transaction Receipt

Merchant: MC JOB POST - (Atlanta, GA)
Date/Time: 09/04/2024 3:29:48 PM EDT
Transaction ID: 9901322429
Transaction Type: Card Settle
Entry Method: Keyed
Amount: \$69.00

Credit Card Information

CC Type: American Express
CC Number: *****1007
Auth. Code: 267263
Processor: MemberClicks Jobboard

Billing Information

Juanita Youngkin
Unidosus
kreyes@unidosus.org
2027761732
, 20036

Shipping Information

Order Information

Description: Manager, Federal Grants & Shared Financial Services - Job Board Post

Best,

Michael Muller
Senior Product Expert
MemberClicks, a Personify company

This email is a service from MemberClicks Pro. Delivered by [Zendesk](#)

On October 11, 2024 at 5:53:32 PM UTC, obravo@unidosus.org wrote:

Hello,

I would like to ask about a posting that we paid for and never received proof of payment or a receipt in any way. If you could please provide me with proof via email I can show our Finance team for credit card reconciliation purposes, I would greatly appreciate it!

Regards,

Oscar Mendieta Bravo, SHRM-CP, PHR | Human Resources Coordinator | Human Resources



202-776-1702 | obravo@unidosus.org

unidosus.org |

[LVW24G-RLMD3]



Order# 9983692919

Order placed: September 05, 2024

Invoice # 353312184
CHARGED on September 08, 2024
Item(s) Shipped

Item#	Item Description	Price	Quantity	Discounts	Subtotal
1686493	Snyders Mini Original Pretzels Twists, .92 oz., 36 Bags/Box (220-00487)	\$31.89	1	-\$0.26	\$31.63
24444193	Special K Nutrition Bar Variety Pack, 0.88 oz., 60 Bars/Box (220-01007)	\$37.88	1	-\$0.31	\$37.57

Method of payment
AMEX ending in *1007 - \$69.20

Subtotal: \$69.77
Discounts: -\$0.57
Shipping/Fees: \$0.00
Tax: \$0.00
Total: \$69.20

Invoice # 353312176
CHARGED on September 08, 2024
Item(s) Shipped

Item#	Item Description	Price	Quantity	Discounts	Subtotal
24171828	Lindt Lindor Truffle Assorted Assorted Chocolate Truffles, 15.2 oz. (301-01027)	\$36.99	1	-\$0.30	\$36.69

Method of payment
AMEX ending in *1007 - \$36.69

Subtotal: \$36.99
Discounts: -\$0.30
Shipping/Fees: \$0.00
Tax: \$0.00
Total: \$36.69

Invoice # 353264941



CHARGED on September 07, 2024

Item(s) Shipped

Item#	Item Description	Price	Quantity	Discounts	Subtotal
713140	Poland Spring 100% Natural Spring Water, Regular Flavor, 16.9 oz., 24/Carton (12119419)	\$20.49	1	-\$0.17	\$20.32
24583481	Pringles Snack Stack Variety Pack Crisps, 27 Tubs /Carton (3800018263)	\$24.19	1	-\$0.20	\$23.99
718862	Staples® Electronics Air Duster, 10 oz., 4/Pack (SPL10ENFR-4)	\$28.69	1	-\$0.23	\$28.46
24377963	Softsoap Liquid Hand Soap, Soothing Clean Scent, 6/Carton (US04968A/12601)	\$8.89	1	-\$0.07	\$8.82
24554885	Staples Screen Cleaning Wipes, 100/Tub (ST61847)	\$10.29	1	-\$0.07	\$10.22
2051056	Welch's Gluten Free Mixed Fruit Gummies, 5 oz, 12/Carton (PIM05098)	\$32.29	1	-\$0.26	\$32.03
901282	Presstex Color-Coded Top-Tab Folders with Fasteners, 2 Partition/6 Fasteners, Red, Letter Size, Holds 8 1/2" x 11", 10/Box	\$110.79	1	-\$0.90	\$109.89
24339943	Staples Gel Non-Skid Mouse Pad with Wrist Rest, Black (79054)	\$10.89	1	-\$0.09	\$10.80
24396360	Cheeze-It MVP Crackers, 30.1 oz., 30 Packs/Box (KEE00149)	\$17.89	1	-\$0.14	\$17.75

Method of payment

AMEX ending in *1007 - \$272.37

Subtotal:	\$264.41
Discounts:	-\$2.13
Shipping/Fees:	\$0.00
Tax:	\$10.09
Total:	\$272.37



Order# 9983692919

Order placed: September 05, 2024

Invoice # 353312184
CHARGED on September 08, 2024
Item(s) Shipped

Item#	Item Description	Price	Quantity	Discounts	Subtotal
1686493	Snyders Mini Original Pretzels Twists, .92 oz., 36 Bags/Box (220-00487)	\$31.89	1	-\$0.26	\$31.63
24444193	Special K Nutrition Bar Variety Pack, 0.88 oz., 60 Bars/Box (220-01007)	\$37.88	1	-\$0.31	\$37.57

Method of payment
AMEX ending in *1007 - \$69.20

Subtotal: \$69.77
Discounts: -\$0.57
Shipping/Fees: \$0.00
Tax: \$0.00
Total: \$69.20

Invoice # 353312176
CHARGED on September 08, 2024
Item(s) Shipped

Item#	Item Description	Price	Quantity	Discounts	Subtotal
24171828	Lindt Lindor Truffle Assorted Assorted Chocolate Truffles, 15.2 oz. (301-01027)	\$36.99	1	-\$0.30	\$36.69

Method of payment
AMEX ending in *1007 - \$36.69

Subtotal: \$36.99
Discounts: -\$0.30
Shipping/Fees: \$0.00
Tax: \$0.00
Total: \$36.69

Invoice # 353264941



CHARGED on September 07, 2024

Item(s) Shipped

Item#	Item Description	Price	Quantity	Discounts	Subtotal
713140	Poland Spring 100% Natural Spring Water, Regular Flavor, 16.9 oz., 24/Carton (12119419)	\$20.49	1	-\$0.17	\$20.32
24583481	Pringles Snack Stack Variety Pack Crisps, 27 Tubs /Carton (3800018263)	\$24.19	1	-\$0.20	\$23.99
718862	Staples® Electronics Air Duster, 10 oz., 4/Pack (SPL10ENFR-4)	\$28.69	1	-\$0.23	\$28.46
24377963	Softsoap Liquid Hand Soap, Soothing Clean Scent, 6/Carton (US04968A/12601)	\$8.89	1	-\$0.07	\$8.82
24554885	Staples Screen Cleaning Wipes, 100/Tub (ST61847)	\$10.29	1	-\$0.07	\$10.22
2051056	Welch's Gluten Free Mixed Fruit Gummies, 5 oz, 12/Carton (PIM05098)	\$32.29	1	-\$0.26	\$32.03
901282	Presstex Color-Coded Top-Tab Folders with Fasteners, 2 Partition/6 Fasteners, Red, Letter Size, Holds 8 1/2" x 11", 10/Box	\$110.79	1	-\$0.90	\$109.89
24339943	Staples Gel Non-Skid Mouse Pad with Wrist Rest, Black (79054)	\$10.89	1	-\$0.09	\$10.80
24396360	Cheez-It MVP Crackers, 30.1 oz., 30 Packs/Box (KEE00149)	\$17.89	1	-\$0.14	\$17.75

Method of payment

AMEX ending in *1007 - \$272.37

Subtotal:	\$264.41
Discounts:	-\$2.13
Shipping/Fees:	\$0.00
Tax:	\$10.09
Total:	\$272.37



Order# 9983692919

Order placed: September 05, 2024

Invoice # 353312184
CHARGED on September 08, 2024
Item(s) Shipped

Item#	Item Description	Price	Quantity	Discounts	Subtotal
1686493	Snyders Mini Original Pretzels Twists, .92 oz., 36 Bags/Box (220-00487)	\$31.89	1	-\$0.26	\$31.63
24444193	Special K Nutrition Bar Variety Pack, 0.88 oz., 60 Bars/Box (220-01007)	\$37.88	1	-\$0.31	\$37.57

Method of payment
AMEX ending in *1007 - \$69.20

Subtotal: \$69.77
Discounts: -\$0.57
Shipping/Fees: \$0.00
Tax: \$0.00
Total: \$69.20

Invoice # 353312176
CHARGED on September 08, 2024
Item(s) Shipped

Item#	Item Description	Price	Quantity	Discounts	Subtotal
24171828	Lindt Lindor Truffle Assorted Assorted Chocolate Truffles, 15.2 oz. (301-01027)	\$36.99	1	-\$0.30	\$36.69

Method of payment
AMEX ending in *1007 - \$36.69

Subtotal: \$36.99
Discounts: -\$0.30
Shipping/Fees: \$0.00
Tax: \$0.00
Total: \$36.69

Invoice # 353264941



CHARGED on September 07, 2024

Item(s) Shipped

Item#	Item Description	Price	Quantity	Discounts	Subtotal
713140	Poland Spring 100% Natural Spring Water, Regular Flavor, 16.9 oz., 24/Carton (12119419)	\$20.49	1	-\$0.17	\$20.32
24583481	Pringles Snack Stack Variety Pack Crisps, 27 Tubs /Carton (3800018263)	\$24.19	1	-\$0.20	\$23.99
718862	Staples® Electronics Air Duster, 10 oz., 4/Pack (SPL10ENFR-4)	\$28.69	1	-\$0.23	\$28.46
24377963	Softsoap Liquid Hand Soap, Soothing Clean Scent, 6/Carton (US04968A/12601)	\$8.89	1	-\$0.07	\$8.82
24554885	Staples Screen Cleaning Wipes, 100/Tub (ST61847)	\$10.29	1	-\$0.07	\$10.22
2051056	Welch's Gluten Free Mixed Fruit Gummies, 5 oz, 12/Carton (PIM05098)	\$32.29	1	-\$0.26	\$32.03
901282	Presstex Color-Coded Top-Tab Folders with Fasteners, 2 Partition/6 Fasteners, Red, Letter Size, Holds 8 1/2" x 11", 10/Box	\$110.79	1	-\$0.90	\$109.89
24339943	Staples Gel Non-Skid Mouse Pad with Wrist Rest, Black (79054)	\$10.89	1	-\$0.09	\$10.80
24396360	Cheez-It MVP Crackers, 30.1 oz., 30 Packs/Box (KEE00149)	\$17.89	1	-\$0.14	\$17.75

Method of payment

AMEX ending in *1007 - \$272.37

Subtotal:	\$264.41
Discounts:	-\$2.13
Shipping/Fees:	\$0.00
Tax:	\$10.09
Total:	\$272.37

Missing Receipt Declaration - Undefined

Date of Expense: 9/12/24
Vendor: SUN SERVICE INC
Amount: 59.29 USD
City: Chevy Chase, Maryland

I certify that the detail and amount shown above was expended for business purposes. If charged to a grant or contract, I certify that the claimed expenses comply with the conditions of the grant or contract.

Anita Youngkin
10/21/24
01:08 Greenwich Mean Time