



**Corporate Card
Statement of Account**

Prepared For
VIVIANA LOPEZ GREEN
UNIDOS US

Account Number
XXXX-XXXXX6-21001

Closing Date
08/28/24

Page 1 of 3

Membership Rewards® Points

Available and Pending as of 07/31/24

1,932

For up to date point balance and program details, visit membershprewards.com

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$
121.78	97.51	0.00	121.78	0.00	97.51

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 3796-050846-21001

VIVIANA LOPEZ GREEN
UNIDOS US
1126 16TH STREET
WASHINGTON DC 20036-4804

Payable upon receipt in U.S. Dollars.

Enter 15 digit account number on all payments.

Amount Due \$97.51

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
|||||

0000379605084621001 000009751000009751 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.



Prepared For
VIVIANA LOPEZ GREEN
 UNIDOS US

Account Number
 XXXX-XXXXX6-21001

Closing Date
 08/28/24

Activity Date reflects either transaction or posting date

Card Number XXXX-XXXXX6-21001		Reference Code	Amount \$
08/23/24	CORPORATE REMITTANCE RECEIVED 08/23		-121.78
08/27/24	STAPLES 00177 CHEVY CHASE MD 000493913 00177000493913 20815 08/26/24 HP 131A BLACK ROC NUMBER 000493913 TAX \$91.99	00049391300	97.51
Total for VIVIANA LOPEZ GREEN		New Charges/Other Debits	97.51
		Payments/Other Credits	-121.78

Refund policy:
Office supplies may be returned at any time. Technology and furniture items may only be returned or exchanged within 14 days of receipt. Unopened boxed software that we currently sell may be returned for a full refund within 30 days. Opened boxed software and downloadable software is not returnable or refundable.
The original packaging and in compliance with the Return Policy. Payments will be made in the original method of payment as used in the original purchase.
Refunds will be made by credit card.

Black TONER VLB
Staples
Proposed Large Print Budget Buy
ed.
6800 Wisconsin Ave
Chevy Chase, MD 20815
301-652-3174

APR 2024
HOME
3100.00

Sale
Store: 177 Register: 4
Date: 8/26/24 Time: 1:08 PM
Transaction: 93913 Cashier: 1089745

Qty	Item	Price	Amount
1	HP 131A BLACK 886111334957	91.99	91.99
	Subtotal		91.99
	MARYLAND 6%		5.52

Total 97.51
AMERICAN EXPRESS USD\$97.51
Card No.: XXXXXX XXXX 1001 [T]
Contactless
Auth No.: 891756
Mode.: Issuer
AID.: A000 025010001
TVR.: 000000000
IAD.: 06640103A0200
TSI.: 0000
ARC.: 0030

\$ 97.51

Staples
the working and learning store.
every 100 to take on tomorrow
including products, services
and inspiration that help you
unlock what's possible.