



**Corporate Card  
Statement of Account**

**Sign-up For  
Online Statements**

[www.americanexpress.com/gopaperless](http://www.americanexpress.com/gopaperless)

Prepared For  
JUANITA YOUNGKIN  
UNIDOS US

Account Number  
XXXX-XXXXX0-01007

Closing Date  
04/29/25

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	<b>Balance Due \$</b>
2,820.24	3,369.11	0.00	2,820.24	0.00	<b>3,369.11</b>

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](http://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

Payable upon receipt in U.S. Dollars.

Enter 15 digit account number on all payments.

**Amount Due  
\$3,369.11**

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  
|||||

0000379430391001007 000336911000336911 29HH

**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](http://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  
**JUANITA YOUNGKIN**  
 UNIDOS US

Account Number  
 XXXX-XXXXX0-01007

Closing Date  
 04/29/25

**Activity** Date reflects either transaction or posting date

<b>Card Number XXXX-XXXXX0-01007</b>		Reference Code	<b>Amount \$</b>
04/09/25	CORPORATE REMITTANCE RECEIVED 04/09		-2,820.24
04/02/25	IDEALIST.O* IDEALIST NEW YORK CITY NY REF# CH_3R9TXYINQ +16467866886 04/02/25		25.00
04/05/25	CLDTKN CHECKR, INC CHECKR.C SAN FRANCISCO C REF# CH_3RATDG409 +18558333364 04/05/25		308.81
04/17/25	IN *VIPS CATERING IN WASHINGTON DC 107IAAOA7 108586 20006 04/17/25 ROC NUMBER 107IAAOA7EMRMMU0 TAX \$95.83		1,054.16
04/19/25	AMEXGIFTCARD.COM-BOL ATLANTA GA REF# 1002161917 833-205-8622 04/19/25 BUSINESS SERVICES ROC NUMBER 1002161917	10021619170	179.80
04/24/25	BT*DD *DOORDASH DOOR SAN FRANCISCO CA REF# CYFECXXN 8554310459 04/24/25		25.00
04/24/25	BT*DD *DOORDASH DOOR SAN FRANCISCO CA REF# F9JXQXES 8554310459 04/24/25		25.00
04/24/25	BT*DD *DOORDASH DOOR SAN FRANCISCO CA REF# 6G3VJGK8 8554310459 04/24/25		25.00
04/25/25	PRECISIONADPLACEMENT LIVINGSTON NJ REF# CH_3RHPXBL7W 8627015508 04/25/25		1,726.34
<b>Total for JUANITA YOUNGKIN</b>		New Charges/Other Debits Payments/Other Credits	3,369.11 -2,820.24



# Invoice #3066843 - Paid

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

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**To** UnidosUS  
**Name** Karen Reyes  
**Email** kreyes@unidosus.org  
**Address** 1126 16th Street, NW, Washington, DC, 20036, United States  
**Posted** 4/2/2025  
**Status** Paid  
**Memo**

Item	Price
<a href="#">Internship Listing for "Social Media Video Editing Intern" in Washington for up to 30 days.</a>	\$25 USD
Payment: <a href="#">Credit Card</a> (\$25.00 USD of \$25.00 USD)	

**Due:** \$0 USD

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

# INVOICE

UnidosUS

**UNIDOSUS-A07ABA3D23-0022**

**Invoice #** 1757967

**PO #**

**Invoice Date:** 03/31/2025

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



**USD \$308.81**

**Due Date:** 04/05/2025

**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 04/05/2025.

Item	Quantity	Unit Price	Amount
Greenhouse Professional	3	\$79.99	\$239.97
LOS ANGELES - CA County Fee	1	\$5.00	\$5.00
Education Verification Fee	1	\$10.45	\$10.45
Education Verification Fee	1	\$16.95	\$16.95
Education Verification Fee	1	\$18.95	\$18.95

<b>Subtotal</b>	\$291.32
<b>Sales Tax (6.0000%)</b>	\$17.49
<b>Total</b>	\$308.81

Payment receipt

# You paid \$1,054.16

to VIPS Catering, Inc. on 4/17/2025

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Invoice no.	57127024
Invoice amount	\$1,054.16
<b>Total</b>	<b>\$1,054.16</b>

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Status	Paid
Payment method	Credit Card
Authorization ID	MU0245404717

Thank you



**VIPS Catering, Inc.**

+12023313354

[www.vipscatering.com](http://www.vipscatering.com) | [service@vipscatering.com](mailto:service@vipscatering.com)  
**1750 Pennsylvania Ave, NW, Washington, DC 20006**

No additional transfer fees or taxes apply.

Intuit Payments Inc (IPI) processes payments as an agent of the business. Payments processed by IPI constitutes payment to the business and satisfies your obligation to pay the business, including in connection with any dispute or case, in law or equity. Money movement services are provided by IPI pursuant to IPI's licenses (NMLS #1098819, <https://www.intuit.com/legal/licenses/payment-licenses>). IPI is located at 2700 Coast Avenue, Mountain View, CA 94043, 1-888-536-4801.



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**FW: We Have Received Your Order**

---

**From** LaTia Littlejohn <llittlejohn@unidosus.org>  
**Date** Thu 4/17/2025 9:55 AM  
**To** Oscar Mendieta Bravo <obravo@unidosus.org>

Hey Oscar,

Receipt for AMEX.

Thanks,  
LaTia

LaTia Littlejohn | Benefits & HRIS Manager | Human Resources

202.776.1773 | [llittlejohn@unidosus.org](mailto:llittlejohn@unidosus.org)

[unidosus.org](https://unidosus.org) | [Facebook](#) | [Instagram](#) | [LinkedIn](#) | [Threads](#) | [X](#)



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**From:** American Express <noreply@orders.amexgiftcard.com>  
**Sent:** Thursday, April 17, 2025 9:10 AM  
**To:** LaTia Littlejohn <llittlejohn@unidosus.org>  
**Subject:** We Have Received Your Order

**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.



Hello Juanita Youngkin,

We've received American Express® Gift Card order #1002161917.

Please see below for your order summary. We may contact you to request additional information or with the status of your order in the next 1-3 business days.

PRODUCT NAME	CARD VALUE	QTY
American Express® Gift Card - Classic Gold Amex Gift Card (mail delivery)	\$50.00	3

[View More Order Details](#)

Card Value Subtotal	\$150.00
Shipping	\$17.95
Purchase Fee(S)	\$11.85
Promo Code	-\$0.00
<b>Order Total</b>	<b>\$179.80</b>
Shipping Method	Rush - FedEx - 2-3 Business Days

### Shipping Address

LaTia Littlejohn  
UnidosUS  
1126 16th St NW  
Washington, District of Columbia, 20036  
United States  
T: [240 832 1306](tel:2408321306)

### Need more Gift Cards?

No Purchase Fees on Gift Cards and Business Gift Cards

Use Promo: **BUYMORE**

Expires 12/31/2025.

[Purchase Additional Cards](#)

If you have any additional questions or need assistance with your order please call us at 1-833-205-8622 and reference the order number above.

View our [Important Notice Concerning User Privacy](#).

Thanks,  
American Express® Customer Care

**DON'T** *live life* **WITHOUT IT**™



[PRIVACY STATEMENT](#)

[UPDATE YOUR EMAIL](#)

Your account information is included above to help you recognize this as a customer care email from American Express. To learn more about email security or report a suspicious email, please visit us at [americanexpress.com/phishing](https://americanexpress.com/phishing). We kindly ask you not to reply to this email but instead contact us via [Customer Care](#).

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Order #1002161917





# INVOICE

UnidosUS

**Invoice Date**  
22 Apr 2025

**Invoice Number**  
INV-27927

**Reference**  
00018

Precision Ad Placement  
Attn: Evan Miles  
517 South Livingston Ave  
Suite 2  
Livingston NJ 07039  
862-701-5507

Description	Unit Price	Amount USD
Help Wanted, Help Wanted Washington Post 2 Sundays	1,263.59	1,263.59
Help Wanted, Help Wanted Washington Times 1x run	137.75	137.75
Help Wanted, Help Wanted Radio	325.00	325.00
	Subtotal	1,726.34
	Total No Tax 0%	0.00
	Invoice Total USD	1,726.34
	Total Net Payments USD	1,726.34
	<b>Amount Due USD</b>	<b>0.00</b>

**Due Date: 27 Apr 2025**

**THANKS VERY MUCH – WE APPRECIATE YOUR BUSINESS**

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## PAYMENT ADVICE

To: Evan Miles  
Precision Ad Placement  
517 So. Livingston Ave Suite 2  
Livingston , NJ 07039

**Customer** UnidosUS

**Invoice Number** INV-27927

**Amount Due** 0.00

**Due Date** 27 Apr 2025

**Amount Enclosed** \_\_\_\_\_

Enter the amount you are paying above



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**Fwd: We got your gift card order for Alejandra Diaz Bustillo!**

---

**From** Latia Littlejohn <llittlejohn0426@gmail.com>  
**Date** Tue 4/29/2025 12:16 PM  
**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:** **DoorDash Order** <[no-reply@doordash.com](mailto:no-reply@doordash.com)>  
**Date:** Wed, Apr 23, 2025 at 12:59 PM  
**Subject:** We got your gift card order for Alejandra Diaz Bustillo!  
**To:** <[llittlejohn0426@gmail.com](mailto:llittlejohn0426@gmail.com)>



**Order #38151**

# **THANKS FOR YOUR GIFT CARD ORDER**

We'll let you know when we've sent out the gift card.



**YOUR ORDER INFORMATION:**

# Gift Card Amount

**\$25.00**

[Link to Order Details](#)

---

**GIFT MESSAGE:**

"Thank you for all your contributions to UnidosUS!"

Recipient name Alejandra Diaz Bustillo

Recipient email address adiaz@unidosus.org

Sender name UnidosUS

Sent on Apr 23, 2025, 4:59:33 PM

Paid with American Express \*\*\*\*1007

**NEED TO RESEND YOUR GIFT CARD?**

You can update recipient contact info or resend the gift card by navigating to Orders in your Account page. Then, find the gift card order and click 'Resend.'

[Order history](#)


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## HAVE QUESTIONS?


Learn more about our gift cards — like how you can check their balance, buy them in bulk, and more.


[Learn more](#)



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Download the app

 [Sign up for DashPass](#)  
Sign up for DashPass

 [Refer and Earn Credit](#)  
Refer and Earn Credit

 [Deliver with DoorDash](#)  
Deliver with DoorDash

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303 2nd Street, South Tower, Suite 800  
San Francisco, CA 94107  
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[Help Center](#)



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**Fwd: We got your gift card order for Bertha O'Brien!**

---

**From** Latia Littlejohn <llittlejohn0426@gmail.com>  
**Date** Tue 4/29/2025 12:16 PM  
**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:** **DoorDash Order** <[no-reply@doordash.com](mailto:no-reply@doordash.com)>  
**Date:** Wed, Apr 23, 2025 at 1:02 PM  
**Subject:** We got your gift card order for Bertha O'Brien!  
**To:** <[llittlejohn0426@gmail.com](mailto:llittlejohn0426@gmail.com)>



**Order #899d5**

# **THANKS FOR YOUR GIFT CARD ORDER**

We'll let you know when we've sent out the gift card.



**YOUR ORDER INFORMATION:**

# Gift Card Amount

**\$25.00**

[Link to Order Details](#)

---

**GIFT MESSAGE:**

"Thank you for all of your contributions to UnidosUS!"

Recipient name Bertha O'Brien

Recipient email address bo'brien@unidosus.org

Sender name UnidosUS

Sent on Apr 23, 2025, 5:02:03 PM

Paid with American Express \*\*\*\*1007

**NEED TO RESEND YOUR GIFT CARD?**

You can update recipient contact info or resend the gift card by navigating to Orders in your Account page. Then, find the gift card order and click 'Resend.'

[Order history](#)


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## HAVE QUESTIONS?


Learn more about our gift cards — like how you can check their balance, buy them in bulk, and more.


[Learn more](#)



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 [Sign up for DashPass](#)  
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 [Refer and Earn Credit](#)  
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Deliver with DoorDash

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San Francisco, CA 94107  
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[Help Center](#)



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**Fwd: We got your gift card order for Myranda Castillo!**

---

**From** Latia Littlejohn <llittlejohn0426@gmail.com>  
**Date** Tue 4/29/2025 12:34 PM  
**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:** **DoorDash Order** <[no-reply@doordash.com](mailto:no-reply@doordash.com)>  
**Date:** Wed, Apr 23, 2025 at 1:03 PM  
**Subject:** We got your gift card order for Myranda Castillo!  
**To:** <[llittlejohn0426@gmail.com](mailto:llittlejohn0426@gmail.com)>



**Order #5ea89**

# **THANKS FOR YOUR GIFT CARD ORDER**

We'll let you know when we've sent out the gift card.



**YOUR ORDER INFORMATION:**

# Gift Card Amount

**\$25.00**

[Link to Order Details](#)

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**GIFT MESSAGE:**

"Thank you for all your contributions to UnidosUS!"

Recipient name	Myranda Castillo
Recipient email address	mcastillo@unidosus.org
Sender name	UnidosUS
Sent on	Apr 23, 2025, 5:03:52 PM
Paid with	American Express ****1007

**NEED TO RESEND YOUR GIFT CARD?**

You can update recipient contact info or resend the gift card by navigating to Orders in your Account page. Then, find the gift card order and click 'Resend.'

[Order history](#)


---


## HAVE QUESTIONS?


Learn more about our gift cards — like how you can check their balance, buy them in bulk, and more.


[Learn more](#)



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