



Corporate Card Statement of Account

**Sign-up For
Online Statements**

www.americanexpress.com/gopaperless

Prepared For
MARITZA SANTIBANEZ
UNIDOS US

Account Number
XXXX-XXXXX7-22001

Closing Date
09/28/25

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$
806.57	335.64	0.00	806.57	75.00	260.64

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 3791-260047-22001

MARITZA SANTIBANEZ
UNIDOS US
55 WEST MONROE ST
CHICAGO IL 60603

Payable upon receipt in U.S. Dollars.
Enter 15 digit account number on all payments.
Amount Due \$260.64
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
|||

0000379126004722001 000026064000033564 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
MARITZA SANTIBANEZ
UNIDOS US

Account Number
XXXX-XXXXX7-22001

Closing Date
09/28/25

Activity Date reflects either transaction or posting date ** Foreign Currency conversion rate is base rate plus 2.5%. See page 2 for details.

Card Number XXXX-XXXXX7-22001		Reference Code	Foreign Spending	Amount \$
09/10/25	CORPORATE REMITTANCE RECEIVED	09/10		-806.57
08/29/25	UBER TRIP HTTPS://HELP.UBER. MRVVVV91 YT63WXHW 08/29/25 ROC NUMBER MRVVVV91		28.00 **Mexican Pesos	1.54
08/29/25	UBER TRIP HTTPS://HELP.UBER. REF# FVMWM7YX HELP.UBER.COM 08/29/25		280.14 **Mexican Pesos	15.44
08/29/25	UBER TRIP HTTPS://HELP.UBER. CA A1RZGV7X FBYQJ2SJ 60666 08/29/25 ROC NUMBER A1RZGV7X			58.06
08/30/25	UBER TRIP HTTPS://HELP.UBER. CA KXJ6JP3Y FBYQJ2SJ 60666 08/29/25 ROC NUMBER KXJ6JP3Y			-58.06 Credit
08/30/25	UBER TRIP HTTPS://HELP.UBER. REF# 2PBP0P4Z HELP.UBER.COM 08/29/25		280.14 **Mexican Pesos	-15.41 Credit
08/30/25	UBER TRIP HTTPS://HELP.UBER. F2W1XP21 YT63WXHW 08/29/25 ROC NUMBER F2W1XP21		28.00 **Mexican Pesos	-1.53 Credit
09/11/25	D J*WSJ 800-568-7625 NJ REF# P-0413806822 SUBSRIPTION 09/10/25			41.33
09/15/25	FEDEX Office 0321 CHICAGO IL 002202509 0022025091501784060607 09/15/25 FedEx Express ROC NUMBER 0022025091501784	00220250915		132.96
09/22/25	NYTIMES NEW YORK NY REF# 903906022-09 1-800-698-4637 09/22/25			76.32
09/28/25	CLDTKN EASYPROMPTER PRO FRANKLIN LAKES N REF# CH_3SCECMBDY +19083120412 09/28/25			9.99
Total for MARITZA SANTIBANEZ			New Charges/Other Debits	335.64
			Payments/Other Credits	-881.57

The New York Times

CREDIT CARD RECEIPT 35E082E62538

Total Charge

Date

\$76.32

9/21/25

Maritza Santibanez
55 West Monroe Street
CHICAGO, IL 60603, USA

Thank you for your subscription.

We appreciate and are committed to your business with The New York Times in our pursuit of the truth.

Account No. 903906022
Service Period 9/19/25 - 10/16/25
Billing Date 9/21/25
Autopay Amex *2001

Previous Balance \$76.32
Payment received 8/26/25 -\$76.32

Charges

Monday-Friday Home Delivery 9/19/25 - 10/16/25 \$72.00

Taxes

Print Sales Tax \$4.32

Total \$76.32

Payments received after 9/19/25 will not appear on this invoice. Billing adjustments occurring after 9/21/25 will appear on future invoices.

Account No.: 903906022
Subscriber Name: LISA NAVARRETE

Thank you for enrolling
in automatic payments.

To manage your subscription, visit myaccount.nytimes.com or call
1-800-698-4637.

Amount Enclosed: \$



The New York Times

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Z 03 3201129 092125 026168 903906022000076320



HEADQUARTERS
Raul Yzaguirre Building
1126 16th Street NW, Suite 600
Washington, DC 20036-4845

202.785.1670
202.776.1792
unidosus.org

MEMORANDUM

TO: Johanna Greene, Deputy Vice President, Finance
FROM: Victoria Rivas-Vazquez, Vice President, Communications & Marketing
DATE: October 10, 2025
SUBJ: **Missing Receipts – Expense Explanation**

This memo serves to document three expenses for which receipts are unavailable. The original cardholder is no longer with the organization, and we have been unable to retrieve the related documentation.

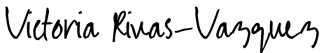
We can confirm that the charges in question were work-related expenses incurred during the individual’s tenure. Additionally, one of the transactions reflects a refund rather than a purchase. Based on the credit card statement, it appears that the former employee’s company card remained linked to her personal Uber account. As a result, several personal transactions were initially processed; however, the cardholder contacted Uber to correct the issue, and the corresponding refunds to the organization’s card were issued, as evidenced by the activity reflected on the statement.

Transactions:

Date	Vendor	Amount	Notes
9/15	FedEx Printing	\$132.96	Work-related printing expense
9/10	Dow Jones & Co.	\$41.33	Work-related subscription or publication expense
8/29	Uber	-\$58.06	Refund issued after correction of personal charges

Please accept this memo as supporting documentation for these transactions in lieu of original receipts.

Thank you,

Signed by:

06BFB652E3154DC...

10/10/2025

Victoria Rivas-Vazquez
Vice President, Communications & Marketing
UnidosUS



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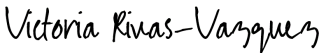
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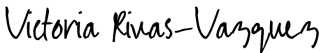
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