

Octavio Espinal

From: Barnes & Noble <barnesandnoble@t.barnesandnoble.com>
Sent: Thursday, December 4, 2025 3:20 PM
To: Octavio Espinal
Subject: Barnes & Noble Order Confirmation #4169969654

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.

FIND YOUR STORE | VIEW IN BROWSER

BARNES & NOBLE

BOOKS | eBOOKS | AUDIOBOOKS | TEENS & YA | KIDS | TOYS

Order Confirmation

Thanks for placing your order with us!

We'll send you a follow-up email when your order has shipped.
Please note that items in your order may ship separately.



Order Summary

Order No.: [4169969654](#)

Ship To: Octavio Espinal, UnidosUS, 1126 16th St NW Ste 600, Washington, DC 20036, US

Bill To: Octavio Espinal, 1126 16th St NW Ste 600, Washington, DC 20036, US

Shipping Method: Express Shipping

Item	Qty	Price	Est. Delivery
------	-----	-------	---------------



Loteria
by BUFFALO
Other Format

33 \$494.67 12/10/2025

Sub Total: \$494.67

Shipping & Processing: \$9.99

Tax: \$30.28

Order Total: \$534.94

americanExpress (ending in 2004): \$534.94

We've placed a temporary hold on your credit card for this order. Once your order ships, you will see the final charge to your payment method. For more information, please visit our [Help Center](#).

B&N Rewards and Premium Members will earn stamps on eligible items as they ship.

If your order contains a pre-order, those items will not be available until their publication date(s).

Digital pre-orders will not appear on your NOOK or NOOK Reading App until the publication date(s).

NOOK magazine or newspaper subscriptions that qualify for a 14-day trial won't be billed until the trial ends.

More About Your Order

Delivery Expectations

We do our best to process and ship all our orders as quickly as possible. The estimated delivery date and the cost of shipping for your order depends on the selected Delivery Speed. For more information please visit [Delivery Expectations](#).

Items in Your Order May Ship Separately

While we aim to ship all items together, if you ordered multiple items, they may ship from separate warehouses, and may arrive in separate packages, and on separate dates.

Changes to Your Order

In the interest of processing your order as quickly as possible, there is only a brief window of time where you will be able to modify or cancel your order after it has been placed. Our fulfillment system will continue to process the order as you attempt to modify it, which may result in your changes not being applied. In some circumstances it can be worth checking with us if the order hasn't made it to our packing department yet. Please visit [Cancel an Order](#) for more details.

Refund and Return Policies

After receiving your items, if you are not satisfied you have the option to return them. Refunds and returns can only be processed when eligible items are returned using the appropriate method. If your return is shipped or brought to a store within 30 days (or 14 days for NOOK devices, or 60 days with a gift receipt) we will be happy to assist with a return. For more information please visit [Refund and Return Policies](#).

Please note, transactions at bn.com now appear on your credit card statement as **Barnes&Noble PaperSource**.

More Questions?

Visit the [B&N Help Center](#) for the most frequently asked questions.

Thank you for shopping with us!

BARNES & NOBLE

UPCOMING
**VIRTUAL
EVENTS**
B&N

SEE ALL OF OUR UPCOMING EVENTS >

FREE CURBSIDE PICKUP

When You Buy Online, Pickup In Store (Where Available) SEE ALL >



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bn.com, 33 East 17th Street, New York, NY 10003

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FIND YOUR LOCAL B&N



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bn.com, 33 East 17th Street, New York, NY 10003

Octavio Espinal

From: FTD Customer Service <wecare@ftd.com>
Sent: Wednesday, December 3, 2025 11:06 AM
To: Octavio Espinal
Subject: Thank You For Your Order, Octavio



Your recent purchase has earned you a [\$15.07] credit | [Apply](#)

Your Order is Confirmed

We've received your order! We'll send an update when your items are delivered.



Card Message:

Dear Herman and Maricela, Wishing you and the Gallegos family a happy holiday season and a wonderful new year. Warm regards, Janet and the UnidosUS familia

Happiest Holidays Poinsettia

Order #:

61480946985

Delivery Date:

12/04/2025

Deliver To:

Herman and Maricela Gallegos

9770 Diablo Vista Ave

Galt, CA 95632

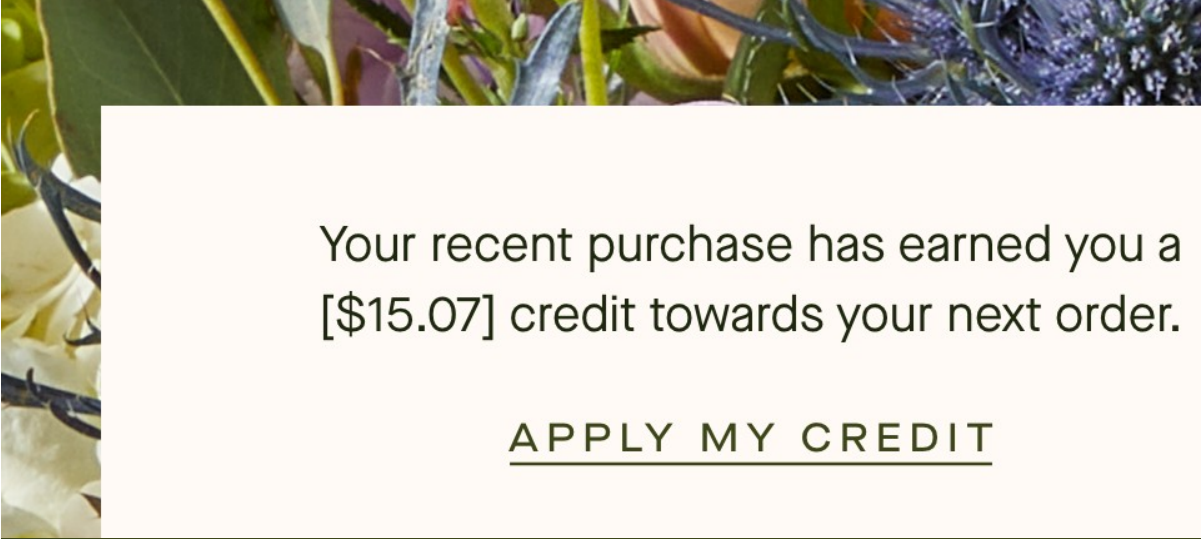
ph. (209) 745-2522

Item Cost **\$65.00**

Shipping/Delivery Fees **\$19.99**

Tax **\$6.58**

Subtotal	\$91.57
Total Charge	\$91.57



Your recent purchase has earned you a [\$15.07] credit towards your next order.

[APPLY MY CREDIT](#)

Say More With Flowers



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*[\$15.07] Credit Promotional Offer - Discount applicable sitewide. Credit is automatically applied. Quantities may be limited. Discounts shown at checkout. Discounts are not available on (i) product customizations including vases or product add-ons, (ii) FTD loyalty program fees, (iii) gift card purchases, (iv) any applicable service, delivery or shipping fees, care and handling fees, and taxes, and (v) special collections. Discounts cannot be combined with any other offer or promotion. Offer may be subject to change without notice.

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200 North LaSalle Street, Suite 1745, Chicago, IL 60601

Octavio Espinal

From: FTD Customer Service <wecare@ftd.com>
Sent: Wednesday, December 3, 2025 11:01 AM
To: Octavio Espinal
Subject: Thank You For Your Order, Octavio



Your recent purchase has earned you a [\$15.07] credit | [Apply](#)

Your Order is Confirmed

We've received your order! We'll send an update when your items are delivered.



Card Message:

Dear Raul and Audrey, Wishing you and the Yzaguirre family a happy holiday season and a wonderful new year. Warm regards, Janet and the UnidosUS familia

Happiest Holidays Poinsettia

Order #:

61954510591

Delivery Date:

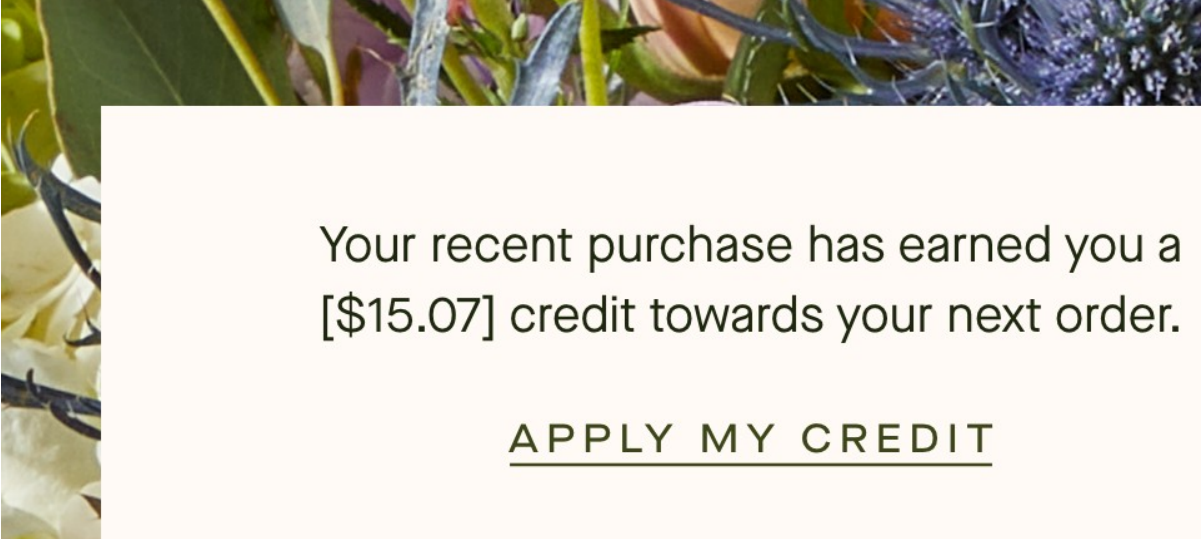
12/04/2025

Deliver To:

Raul and Audrey Yzaguirre
4073 Twin Arch Rd
Mount Airy, MD 21771
ph. (443) 340-3017

Item Cost	\$65.00
Shipping/Delivery Fees	\$19.99
Tax	\$5.10

Subtotal	\$90.09
Total Charge	\$90.09



Your recent purchase has earned you a [\$15.07] credit towards your next order.

[APPLY MY CREDIT](#)

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*[\$15.07] Credit Promotional Offer - Discount applicable sitewide. Credit is automatically applied. Quantities may be limited. Discounts shown at checkout. Discounts are not available on (i) product customizations including vases or product add-ons, (ii) FTD loyalty program fees, (iii) gift card purchases, (iv) any applicable service, delivery or shipping fees, care and handling fees, and taxes, and (v) special collections. Discounts cannot be combined with any other offer or promotion. Offer may be subject to change without notice.

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200 North LaSalle Street, Suite 1745, Chicago, IL 60601



Kimpton Hotel Monaco Washington DC

CATERING CONTRACT

This Catering Contract (“**Contract**”) dated 12/09/2025 (“**Decision Date**”) is entered into by and between JAYHAWK, LESSEE LLC dba Kimpton Hotel Monaco Washington DC (“**Hotel**”) and Janet Murguia (“**Client**”) and outlines the understanding of the terms and conditions for this event identified below (“**Event**”).

Group:	UnidosUS	Sales Contact:	Rachel Stewart
Event Name:	UnidosUS Meeting	Hotel:	JAYHAWK, LESSEE LLC dba Kimpton Hotel Monaco Washington DC
Client Contact:	Contact Name: Janet Murguia Contact Title: President & CEO Address: 1126 16th St. Suite 600 Washington, DC 20036 Phone Number: 202-776-1734 Email: oespinal@unidosus.org	Hotel Contact:	Contact Name: Rachel Stewart Contact Title: Director of Catering Address: 700 F Street NW Washington, DC 20004 Phone Number: Email: rachel.stewart@kimptonhotels.com

The following is a summary of the principal business terms of this Contract.

Schedule of Events:

Date	Time	Event Class	Room	Setup	AGR	GTD	BEO #	Rental
Tue, 12/09/25	8:00 AM - 9:00 AM	Continental Breakfast	Tokyo Boardroom	Existing	8			0
Tue, 12/09/25	8:00 AM - 5:00 PM	All Day Beverage Service	Tokyo Boardroom	Existing	8			0
Tue, 12/09/25	9:00 AM - 5:00 PM	Meeting	Tokyo Boardroom	Existing	8			\$500
Tue, 12/09/25	12:00 PM - 1:00 PM	Lunch	Tokyo Boardroom	Existing	8			0

This event carries a **\$1,000** food and beverage minimum (“**Total Revenue Commitment**”), plus 25% taxable service charge, 10% sales tax, and applicable fees (subject to change).

20% Menu increase waived for groups under 10 with All Day Meeting Package

Deposit Schedule:

Date	Deposit Due
Upon return of signed contract	100% total contracted revenue++ \$2,025

Payment Terms: Accepted forms for payment for the Event are cash, approved credit card, approved personal check, approved certified or cashier’s check.

Service Charge and Sales Tax: All food and beverage charges will be subject to applicable taxes at the current rate of 10%, an administrative fee of 8%, and service charge at 17%, which will be automatically added. Please note that the administrative fee does not represent a tip or gratuity for wait staff employees, bartenders, or other service employees and that all or some portion of the administrative fee and gratuities may be taxable under applicable law. All revenue figures do not include taxes, fees, service charge or commissions.

Prices: Menu prices quoted are estimates only and subject to change up to twelve (12) months prior to the Event Date.

Finalizing Menus: The menu and all other details of your event are to be finalized a minimum of **twenty-one (21) days** prior to the date of the Event and are subject to the terms and conditions described herein.

Menu and Arrangements Proposal: **Fourteen (14) days** prior to the Event, Hotel requires a final program of events in order to finalize specific daily requirements. Nothing in these documents will be construed to waive or alter the Total Revenue Requirements set forth in this Contract. Should Group desire additional food and beverage services and/or meeting space beyond that specified in the schedule of events above, please advise Hotel as soon as possible. The Hotel reserves the right to make reasonable substitutions in meeting and banquet rooms and/or menu selections.

Changes in Menu: No changes to the menu may be made by the Client within the **five (5) days** preceding the Event.

Number of Attendees: The guaranteed number of attendants must be communicated to the Catering Office at the Hotel not less than **three (3) full business days** (excluding holidays), prior to the Event. A 3% allowance in food preparation over the guaranteed number will be given to all events with 100 guests or more. Final charges will be based on the guaranteed number of attendees (or the number of persons for which the Event was originally booked, if no guaranteed number is provided) and the total number served, whichever is greater.

Room Attendance Guarantees: The room(s) designated for the Event carries a minimum and a maximum attendance number. If the final guaranteed number is lower or higher than these numbers, the Hotel reserves the right to transfer the Event to another function room and/or charge a rental (or an additional rental) based on the established Hotel rental schedule.

Hotel Parking Fees:

Daily Valet-Parking: \$35.00

Overnight Valet-Parking: \$65.00

Cancellation Policy: In the event of a Group cancellation prior to arrival, Group agrees to pay liquidated damages, which are not a penalty, on the Total Revenue Commitment based on the scale set forth below, plus applicable taxes and fees.

Time Period	Percentage of Total Revenue Commitment Due
From 30 days or less prior to Group scheduled arrival date	100%
From 31 – 90 days	90%
From 91 – 180 days	70%
From 181 - 365 days	50%

Building & Fire Code Requirements: All displays, exhibits, and decorations must conform to the local Building Code and Fire Ordinances and should be free standing without attachment to walls, ceilings or floors. Decorations or centerpieces incorporating candles or any device emitting a flame must be approved by and have a valid permit from the Fire Department in order to be used for a given function. This signed permit must be issued for the specific event, and be on file in the Hotel's security office prior to the start of the Event. If a permit is not obtained, the Hotel reserves the right to remove or alter the centerpieces in order to comply with any applicable law.

Delivery & Pick-up: All displays, exhibits, decorations, equipment and musicians must enter and exit the Hotel through the receiving entrance and/or security office. Delivery and pickup times must be coordinated with the Hotel in advance.

Outside Food and Beverage: No food or beverages of any kind can be brought into the Hotel by the Client without the written permission of the Hotel and are subject to such service and/or labor charges as are deemed necessary by the Hotel. Client shall sign Hotel's indemnity agreement and release prior to bringing its own food or beverages into the Hotel.

Hotel Policies:

Utilities: All electrical services and utilities, including phone and riggings, are contracted through the Hotel's Sales Department.

Signage and Decor: Signs, banners or other decorations are not allowed in public areas. Any signage in private areas must be professionally made and approved by us and may not be affixed to the walls, floor or ceiling with push pins, nails, staples, carpet tape or other like materials. Taper candles (open flame), sparklers, confetti, bird seed, confetti guns, rice and glitter may not be used at Hotel. We shall not be responsible for damage or loss of any items brought into the Hotel, or for any items left unattended.

Security: If required, at the sole judgment of Hotel, in order to maintain adequate security measures in light of the size and nature of the event, Group shall provide, at its expense, security personnel for the event supplied by a reputable licensed guard or security agency doing business in the city or county in which the Hotel is located, which agency shall be subject to the prior approval of Hotel. Security personnel provided by Group shall **NOT** carry weapons and are to coordinate with Hotel's regular

security force and will concern themselves only with access to the space reserved hereunder (or substituted therefore), restricting their presence to those areas of the Hotel premises.

Entertainment: When GROUP is securing a Band, DJ (Disc Jockey) or other entertainment for subject event, the **hotel** reserves the right to review and approve the scope of the entertainment, to include the number of performers, type of performers (ex. horn players, drums, etc.) and amplification. As a general guideline, the **hotel** permits bands or musical groups, not to exceed six performers (instruments, vocalists, though excluding sound engineer). The **hotel** does NOT permit drum or percussion equipment to be amplified, at any time and no more than one horn player is permitted. DJ sound equipment must be maintained to a reasonable sound level with minimal base (subwoofer) amplification. The hotel will determine when the sound level exceeds a reasonable level and will direct the performer to reduce the sound output. If this request is not fulfilled, a hotel representative will notify the performer (Band or DJ) that their performance will be terminated. Prior to notifying the performer (Band or DJ), the hotel representative will advise GROUP of the pending action. The **hotel** will not be held liable for this performance termination.

Overdue Accounts Bear Interest: Overdue accounts shall bear interest at the rate 1.5% per month (18% per annum) until paid unless such rate exceeds the maximum rate allowed by applicable laws in which event the maximum legal rate shall apply.

Right to Inspect and Not Liable for Personal Property: The Hotel reserves the right to inspect and control all private functions. The Hotel does not assume liability for any personal property and equipment of Client or Client's guests or invitees brought to the Hotel. Any personal property brought onto the premises by Client shall be at the sole risk of the Client.

Compliance with Law: Each party will comply with all applicable federal, state, and local laws, government regulations and orders in connection with this Contract.

Authority, Joinder & Acceptance: The persons signing the Contract on behalf of each party each warrant that they are authorized to make agreements and to bind their principals to this Contract. In the event this Contract is executed by a third party on Group's behalf, the attached Joinder and Consent to Contract must be executed by Group and submitted at the same time as this Contract. This Contract will be deemed accepted only after it has been signed by a representative of the Group and thereafter signed by a representative of the Hotel. Acceptance may be made by facsimile transmission, or email using pdf or electronic signature and this Contract may be executed in one or more counterparts, each of which when fully executed, will be deemed to be an original, and all of which will be deemed to be the same Contract.

Accepted and Agreed To:

Group: UnidosUS		Hotel: JAYHAWK, LESSEE LLC dba Kimpton Hotel Monaco	
E-Signed: 12/05/2025 01:46 PM CST		E-Signed: 12/05/2025 02:01 PM CST	
Signature:	<i>Janet Murguía</i>	Signature:	<i>Rachel Stewart</i>
Print Name:	oespinal@unidosus.org IP: 108.51.181.216	Print Name:	rachel.stewart@ihg.com IP: 72.175.51.243
Sertifi Electronic Signature		Sertifi Electronic Signature	
DocID: 20251205133816214		DocID: 20251205133816214	
Title:		Title:	Director of Catering
Date:		Date:	

Credit Card Authorization Form

I, _____ hereby authorize JAYHAWK, LESSEE LLC dba Kimpton Hotel Monaco Washington DC, to process the following credit card:

Contact Name:

Daytime Phone Number:

Email Address:

Authorized Signature: Janet Murguía
oespinal@unidosus.org



Please Indicate Billing Instructions:

-
-
-
-
-
-

- Banquets
- Audio Visual Only
- Advance Deposit of \$
- Room and Tax Only
- Incidentals Only
- Other (please specify):

** Please note that if you fail to pay through another method at time of payment, all charges will be applied to the above credit card.

JAYHAWK LESSEE LLC DBA HOTEL MONACO / DIRTY HABIT RESTAURANT
700 F STREET NW
WASHINGTON DC 20004

UNIDOS US

INVOICE NUMBER | DCM121232
INVOICE DATE | December 15, 2025
DUE DATE |

Occupancy Tax Rate: 15.95%

# OF ITEMS	DESCRIPTION	RATE
	MEETING 12/9 AUDIO VISUAL	1,600.00
		1,220.65
		TOTAL CHARGES 2,820.65
	PAYMENTS	
	12/15/25 AMEX 2004	(2,025.00)
	12/15/25 AMEX 2004	(795.65)
		TOTAL DUE

DIRECT ALL INQUIRES TO:
Kington Hotels & Restaurants
Accounting@Monaco-DC.com



UNIDOS US MEETING
United States

Date: 12-15-25
Time: 05:23 PM
Room: 9028
Confirmation No.: 902524
Receipt No.: 6549

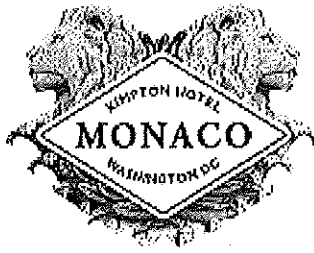
ADVANCE DEPOSIT

Date	Description	Exp Date	Amount
12-05-25	American Express XXXXXXXXXXXX2004	XX/XX	2,025.00 USD
	Arrival 12-09-25	Departure 12-11-25	

Guest Signature

Cashier No. 193

Kimpton Hotel Monaco Washington D.C.
700 F Street, NW
Washington, D.C. 20004
Direct: 202.628.7177
Fax: 202.628.7277
Reservations: 800.649.1202
www.monaco-dc.com



UNIDOS US MEETING
United States
Tax ID

Date: 12-15-25
Time: 05:22 PM
Room: 9028
Confirmation No.: 902524
Receipt No.: 57320

PAYMENT RECEIPT				
Date	Description	Appr. Code	Exp. Date	Amount
12-15-25	American Express XXXXXXXXXXXX2004 XX/XX	168842	XX/XX	795.65 USD

Guest Signature

Cashier 193

Kimpton Hotel Monaco Washington D.C.
700 F Street, NW
Washington, D.C. 20004
Direct: 202.628.7177
Fax: 202.628.7277
Reservations: 800.649.1202
www.monaco-dc.com

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Five-Star Audiovisual, Inc.
Kimpton Hotel Monaco Washington DC
700 F St NW
Washington DC 20004
Phone: 2026287177
Fax:

Bill to:
UNIDOS
700 F Street NW
Washington D 20004

Order #	Order Date	Term	Customer Number	Master Account Number
_00112	12/09/2025		166231	

Event Details

Event: UNIDOS
Location: Tokyo Boardroom
Start: 8:00 AM
End: 4:00 PM

Labor

Description	Quantity	Rate	Total
Set-up/Tear-Down Labor	1	\$150.00	\$150.00

Packages

Description	Quantity	Rate	Total
75" LED Monitor Package	1	\$850.00	\$850.00
Cable Package	1		
Monitor Floor Stand	1		
75" LED Monitor Package	1		
Safety Taping	1		

Room Sub Total: \$1,000.00

Event Notes:

No notes	Daily Subtotal:	\$1,000.00
	Discount:	\$85.00
	Service Charge:	\$212.50
	Sales Tax:	\$67.65
	Damage Waiver:	\$25.50
	Total:	\$1,220.65

Delivered by:

Client's Signature:



Banquet Check

Account:	UnidosUS	Event Date	Tuesday, December 09, 2025		
Post As:	UnidosUS Meeting	Responsible Party:	Octavio Espinal		
		On-Site Contact:	Octavio Espinal		
Account #:	9006	Booked By:	Rachel Stewart		
Revenue:	Catering Only	Service:			

Date	Time	Room	Function	AGR	GTD
Tue, Dec 09	9:00 AM - 9:30 AM	Tokyo Boardroom	Continental Breakfast	8	8
Tue, Dec 09	9:00 AM - 5:00 PM	Tokyo Boardroom	All Day Beverage	8	8
Tue, Dec 09	9:00 AM - 5:00 PM	Tokyo Boardroom	Meeting	8	8
Tue, Dec 09	11:00 AM - 11:30 AM	Tokyo Boardroom	AM Break	8	8
Tue, Dec 09	12:30 PM - 1:30 PM	Tokyo Boardroom	Lunch	8	8
Tue, Dec 09	3:15 PM - 3:45 PM	Tokyo Boardroom	PM Break	8	8

Food				
Quantity	Item	Price	Amount	
8	POWER UP BREAKFAST MEETING PACKAGE	\$55.00	\$440.00	
8	MID MORNING MUNCH MEETING PACKAGE	\$8.50	\$68.00	
8	FARMERS MARKET LUNCH BUFFET MEETING PACKAGE	\$76.00	\$608.00	
8	MEDITERRANEAN PITA PLAY MEETING PACKAGE	\$20.50	\$164.00	
	Subtotal:		\$1,280.00	
		<i>Check Subtotal</i>	\$1,280.00	
		<i>Total Administrative Charges</i>	\$102.40	
		<i>Total Gratuity Charges</i>	\$217.60	
		<i>Total Taxes</i>	\$.00	
		Check Grand Total	\$1,600.00	

Organization Authorized Signature _____ Date _____

Hotel Representative Signature _____ Date _____

Octavio Espinal

From: Staples <support@orders.staples.com>
Sent: Sunday, December 14, 2025 4:06 PM
To: Octavio Espinal
Subject: Here's your Staples order #9934592730. Thanks for shopping with us.

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.



Thank you for your order!

Hi Octavio,

We've received order #9934592730 and are processing it now. We'll send you an email with delivery details as soon as your item ships.

Thank you for your ongoing business. We can't wait to see you again!

Your Staples Team

Won't be around? [Click here](#) to sign a driver release agreement. The driver may take the note as a proof of authorization. If you don't post this agreement, the driver will decide whether or not to leave the delivery unattended.

Order information

Date: Dec 14, 2025 | 04:05 PM
Order#: 9934592730

[View order](#)





Shipping information

Janet Murguia
420 7th St Nw
Apt 218
Washington, DC 20004

Need to make changes? Most orders can be cancelled within 30 minutes after placing it.

ITEMS FOR DELIVERY

Delivery by Tuesday, December 16, 2025 (4 items)

	HP 414X Magenta High Yield Toner Cartridge Prints Up to 6000 Pages W2023X Item: 24398988	1@ \$322.99 Each	<u>\$322.99</u> \$322.99
	HP 414X Black High Yield Toner Cartridge Prints Up to 7500 Pages W2020X Item: 24398989	1@ \$235.99 Each	<u>\$235.99</u> \$235.99
	HP 414X Cyan High Yield Toner Cartridge Prints Up to 6000 Pages W2021X Item: 24398990	1@ \$322.99 Each	<u>\$322.99</u> \$322.99
	HP 414X Yellow High Yield Toner Cartridge Prints Up to 6000 Pages W2022X Item: 24398987	1@ \$322.99 Each	<u>\$322.99</u> \$322.99

Billing address

Octavio Espinal
Unidosus
1126 16th St Nw
Washington, DC 20036

Payment information

Merchandise Total:	\$1,204.96
Shipping & Delivery:	FREE
Tax:	\$72.30
Total:	\$1,277.26
AM ending in 2004:	\$1,277.26

YOU MAY ALSO LIKE



HP 414A Black Standard Yield Toner Cartridge, Prints Up to 2,400 Pages (W2020A)



[View details](#)



HP 414A Cyan Standard Yield Toner Cartridge, Prints Up to 2,100 Pages (W2021A)



[View details](#)



HP 414X Yellow High Yield Toner Cartridge, Prints Up to 6,000 Pages (W2022X)



[View details](#)

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Staples, Inc., 500 Staples Drive, Framingham, MA 01702

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Billing history


Looking for information about your payment method?


Payment method, payment date and subscription rate information is now available in your subscription overview.


Date	Subscription	Amount	
12/17/25	News	\$29.68	^
	Account Number	138030969	
	Service Period	12/19/25 - 01/16/26	
	Payment Due	12/17/25	
	News		
	Subscription	\$28.00	
	Sales tax	\$1.68	
	Total	\$29.68	
	Payment received from American Express*2004	\$29.68	
11/19/25	News	\$29.68	v
10/22/25	News	\$29.68	v
09/24/25	News	\$24.38	v

 08/27/25	News	\$24.38	▼
07/30/25	News	\$24.38	▼
07/02/25	News	\$24.38	▼
06/04/25	News	\$24.38	▼
05/07/25	News	\$24.38	▼
04/09/25	News	\$24.38	▼
03/12/25	News	\$24.38	▼
02/12/25	News	\$24.38	▼
01/15/25	News	\$24.38	▼
12/18/24	News	\$24.38	▼
11/20/24	News	\$24.38	▼
10/23/24	News	\$24.38	▼
09/25/24	News	\$21.20	▼
08/28/24	News	\$21.20	▼
07/31/24	News	\$21.20	▼

 07/03/24	News	\$21.20	▼
06/05/24	News	\$21.20	▼
05/08/24	News	\$21.20	▼
04/10/24	News	\$21.20	▼
03/13/24	News	\$21.20	▼
02/14/24	News	\$21.20	▼
01/17/24	News	\$21.20	▼
12/20/23	News	\$21.20	▼
11/22/23	News	\$21.20	▼
10/25/23	News	\$21.20	▼
09/27/23	News	\$21.20	▼
08/30/23	News	\$21.20	▼
08/02/23	News	\$21.20	▼
07/05/23	News	\$21.20	▼
06/07/23	News	\$21.20	▼

 05/10/23	News	\$21.20	▼
04/12/23	News	\$18.02	▼
03/15/23	News	\$18.02	▼
02/15/23	News	\$18.02	▼
01/18/23	News	\$18.02	▼
12/21/22	News	\$18.02	▼
11/23/22	News	\$18.02	▼
10/26/22	News	\$18.02	▼
09/28/22	News	\$18.02	▼
08/31/22	News	\$18.02	▼
08/03/22	News	\$18.02	▼
07/06/22	News	\$18.02	▼
06/08/22	News	\$8.48	▼
05/11/22	News	\$8.48	▼
04/13/22	News	\$8.48	▼

 03/16/22	News	\$8.48	▼
02/16/22	News	\$8.48	▼
01/19/22	News	\$8.48	▼
12/22/21	News	\$8.48	▼
11/24/21	News	\$8.48	▼
10/27/21	News	\$8.48	▼
09/29/21	News	\$8.48	▼
09/01/21	News	\$8.48	▼
08/04/21	News	\$8.48	▼
07/07/21	News	\$8.48	▼
06/09/21	News	\$4.24	▼
05/12/21	News	\$4.24	▼
04/14/21	News	\$4.24	▼
03/17/21	News	\$4.24	▼
02/17/21	News	\$4.24	▼

 01/20/21	News	\$4.24	▼
12/23/20	News	\$4.24	▼
11/25/20	News	\$4.24	▼
10/28/20	News	\$4.24	▼
09/30/20	News	\$4.24	▼
09/02/20	News	\$4.24	▼
08/05/20	News	\$4.24	▼
07/10/20	News	\$4.24	▼

Can't find what you're looking for? Visit our [Billing Help Section](#).

JAYHAWK LESSEE LLC DBA HOTEL MONACO / DIRTY HABIT RESTAURANT
700 F STREET NW
WASHINGTON DC 20004

UNIDOS US

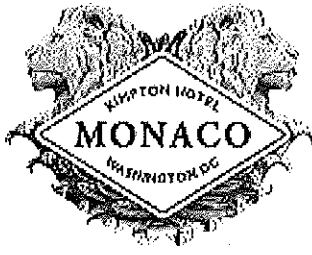
INVOICE NUMBER | DCM121232
INVOICE DATE | December 15, 2025
DUE DATE |

Occupancy Tax Rate:

15.95%

# OF ITEMS	DESCRIPTION	RATE
	MEETING 12/9	1,600.00
	AUDIO VISUAL	1,220.65
		TOTAL CHARGES 2,820.65
	PAYMENTS	
	12/15/25 AMEX 2004	(2,025.00)
	12/15/25 AMEX 2004	(795.65)
		TOTAL DUE

DIRECT ALL INQUIRES TO:
Kington Hotels & Restaurants
Accounting@Monaco-DG.com



UNIDOS US MEETING
United States

Date: 12-15-25
Time: 05:23 PM
Room: 9028
Confirmation No.: 902524
Receipt No.: 6549

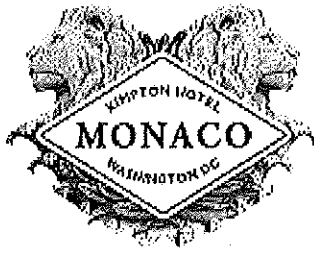
ADVANCE DEPOSIT

Date	Description	Exp Date	Amount
12-05-25	American Express XXXXXXXXXXXX2004	XX/XX	2,025.00 USD
	Arrival 12-09-25	Departure 12-11-25	

Guest Signature

Cashier No. 193

Kimpton Hotel Monaco Washington D.C.
700 F Street, NW
Washington, D.C. 20004
Direct: 202.628.7177
Fax: 202.628.7277
Reservations: 800.649.1202
www.monaco-dc.com



UNIDOS US MEETING
United States
Tax ID

Date: 12-15-25
Time: 05:22 PM
Room: 9028
Confirmation No.: 902524
Receipt No.: 57320

PAYMENT RECEIPT				
Date	Description	Appr. Code	Exp. Date	Amount
12-15-25	American Express XXXXXXXXXXXX2004 XX/XX	168842	XX/XX	795.65 USD

Guest Signature

Cashier 193

Kimpton Hotel Monaco Washington D.C.
700 F Street, NW
Washington, D.C. 20004
Direct: 202.628.7177
Fax: 202.628.7277
Reservations: 800.649.1202
www.monaco-dc.com

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Five-Star Audiovisual, Inc.
Kimpton Hotel Monaco Washington DC
700 F St NW
Washington DC 20004
Phone: 2026287177
Fax:

Bill to:
UNIDOS
700 F Street NW
Washington D 20004

Order #	Order Date	Term	Customer Number	Master Account Number
_00112	12/09/2025		166231	

Event Details

Event: UNIDOS
Location: Tokyo Boardroom
Start: 8:00 AM
End: 4:00 PM

Labor

Description	Quantity	Rate	Total
Set-up/Tear-Down Labor	1	\$150.00	\$150.00

Packages

Description	Quantity	Rate	Total
75" LED Monitor Package	1	\$850.00	\$850.00
Cable Package	1		
Monitor Floor Stand	1		
75" LED Monitor Package	1		
Safety Taping	1		

Room Sub Total: \$1,000.00

Event Notes:

No notes	Daily Subtotal:	\$1,000.00
	Discount:	\$85.00
	Service Charge:	\$212.50
	Sales Tax:	\$67.65
	Damage Waiver:	\$25.50
	Total:	\$1,220.65

Delivered by:

Client's Signature:



Banquet Check

Account:	UnidosUS	Event Date	Tuesday, December 09, 2025		
Post As:	UnidosUS Meeting	Responsible Party:	Octavio Espinal		
		On-Site Contact:	Octavio Espinal		
Account #:	9006	Booked By:	Rachel Stewart		
Revenue:	Catering Only	Service:			
Date	Time	Room	Function	AGR	GTD
Tue, Dec 09	9:00 AM - 9:30 AM	Tokyo Boardroom	Continental Breakfast	8	8
Tue, Dec 09	9:00 AM - 5:00 PM	Tokyo Boardroom	All Day Beverage	8	8
Tue, Dec 09	9:00 AM - 5:00 PM	Tokyo Boardroom	Meeting	8	8
Tue, Dec 09	11:00 AM - 11:30 AM	Tokyo Boardroom	AM Break	8	8
Tue, Dec 09	12:30 PM - 1:30 PM	Tokyo Boardroom	Lunch	8	8
Tue, Dec 09	3:15 PM - 3:45 PM	Tokyo Boardroom	PM Break	8	8
Food					
Quantity	Item		Price	Amount	
8	POWER UP BREAKFAST MEETING PACKAGE		\$55.00	\$440.00	
8	MID MORNING MUNCH MEETING PACKAGE		\$8.50	\$68.00	
8	FARMERS MARKET LUNCH BUFFET MEETING PACKAGE		\$76.00	\$608.00	
8	MEDITERRANEAN PITA PLAY MEETING PACKAGE		\$20.50	\$164.00	
			Subtotal:	\$1,280.00	
			Check Subtotal	\$1,280.00	
			Total Administrative Charges	\$102.40	
			Total Gratuity Charges	\$217.60	
			Total Taxes	\$.00	
			Check Grand Total	\$1,600.00	

Organization Authorized Signature _____ Date _____

Hotel Representative Signature _____ Date _____



Kimpton Hotel Monaco Washington DC

CATERING CONTRACT

This Catering Contract (“**Contract**”) dated 12/09/2025 (“**Decision Date**”) is entered into by and between JAYHAWK, LESSEE LLC dba Kimpton Hotel Monaco Washington DC (“**Hotel**”) and Janet Murguia (“**Client**”) and outlines the understanding of the terms and conditions for this event identified below (“**Event**”).

Group:	UnidosUS	Sales Contact:	Rachel Stewart
Event Name:	UnidosUS Meeting	Hotel:	JAYHAWK, LESSEE LLC dba Kimpton Hotel Monaco Washington DC
Client Contact:	Contact Name: Janet Murguia Contact Title: President & CEO Address: 1126 16th St. Suite 600 Washington, DC 20036 Phone Number: 202-776-1734 Email: oespinal@unidosus.org	Hotel Contact: Contact Name: Rachel Stewart Contact Title: Director of Catering Address: 700 F Street NW Washington, DC 20004 Phone Number: Email: rachel.stewart@kimptonhotels.com	

The following is a summary of the principal business terms of this Contract.

Schedule of Events:

Date	Time	Event Class	Room	Setup	AGR	GTD	BEO #	Rental
Tue, 12/09/25	8:00 AM - 9:00 AM	Continental Breakfast	Tokyo Boardroom	Existing	8			0
Tue, 12/09/25	8:00 AM - 5:00 PM	All Day Beverage Service	Tokyo Boardroom	Existing	8			0
Tue, 12/09/25	9:00 AM - 5:00 PM	Meeting	Tokyo Boardroom	Existing	8			\$500
Tue, 12/09/25	12:00 PM - 1:00 PM	Lunch	Tokyo Boardroom	Existing	8			0

This event carries a **\$1,000** food and beverage minimum (“**Total Revenue Commitment**”), plus 25% taxable service charge, 10% sales tax, and applicable fees (subject to change).

20% Menu increase waived for groups under 10 with All Day Meeting Package

Deposit Schedule:

Date	Deposit Due
Upon return of signed contract	100% total contracted revenue++ \$2,025

Payment Terms: Accepted forms for payment for the Event are cash, approved credit card, approved personal check, approved certified or cashier’s check.

Service Charge and Sales Tax: All food and beverage charges will be subject to applicable taxes at the current rate of 10%, an administrative fee of 8%, and service charge at 17%, which will be automatically added. Please note that the administrative fee does not represent a tip or gratuity for wait staff employees, bartenders, or other service employees and that all or some portion of the administrative fee and gratuities may be taxable under applicable law. All revenue figures do not include taxes, fees, service charge or commissions.

Prices: Menu prices quoted are estimates only and subject to change up to twelve (12) months prior to the Event Date.

Finalizing Menus: The menu and all other details of your event are to be finalized a minimum of **twenty-one (21) days** prior to the date of the Event and are subject to the terms and conditions described herein.

Menu and Arrangements Proposal: **Fourteen (14) days** prior to the Event, Hotel requires a final program of events in order to finalize specific daily requirements. Nothing in these documents will be construed to waive or alter the Total Revenue Requirements set forth in this Contract. Should Group desire additional food and beverage services and/or meeting space beyond that specified in the schedule of events above, please advise Hotel as soon as possible. The Hotel reserves the right to make reasonable substitutions in meeting and banquet rooms and/or menu selections.

Changes in Menu: No changes to the menu may be made by the Client within the **five (5) days** preceding the Event.

Number of Attendees: The guaranteed number of attendants must be communicated to the Catering Office at the Hotel not less than **three (3) full business days** (excluding holidays), prior to the Event. A 3% allowance in food preparation over the guaranteed number will be given to all events with 100 guests or more. Final charges will be based on the guaranteed number of attendees (or the number of persons for which the Event was originally booked, if no guaranteed number is provided) and the total number served, whichever is greater.

Room Attendance Guarantees: The room(s) designated for the Event carries a minimum and a maximum attendance number. If the final guaranteed number is lower or higher than these numbers, the Hotel reserves the right to transfer the Event to another function room and/or charge a rental (or an additional rental) based on the established Hotel rental schedule.

Hotel Parking Fees:

Daily Valet-Parking: \$35.00

Overnight Valet-Parking: \$65.00

Cancellation Policy: In the event of a Group cancellation prior to arrival, Group agrees to pay liquidated damages, which are not a penalty, on the Total Revenue Commitment based on the scale set forth below, plus applicable taxes and fees.

Time Period	Percentage of Total Revenue Commitment Due
From 30 days or less prior to Group scheduled arrival date	100%
From 31 – 90 days	90%
From 91 – 180 days	70%
From 181 - 365 days	50%

Building & Fire Code Requirements: All displays, exhibits, and decorations must conform to the local Building Code and Fire Ordinances and should be free standing without attachment to walls, ceilings or floors. Decorations or centerpieces incorporating candles or any device emitting a flame must be approved by and have a valid permit from the Fire Department in order to be used for a given function. This signed permit must be issued for the specific event, and be on file in the Hotel's security office prior to the start of the Event. If a permit is not obtained, the Hotel reserves the right to remove or alter the centerpieces in order to comply with any applicable law.

Delivery & Pick-up: All displays, exhibits, decorations, equipment and musicians must enter and exit the Hotel through the receiving entrance and/or security office. Delivery and pickup times must be coordinated with the Hotel in advance.

Outside Food and Beverage: No food or beverages of any kind can be brought into the Hotel by the Client without the written permission of the Hotel and are subject to such service and/or labor charges as are deemed necessary by the Hotel. Client shall sign Hotel's indemnity agreement and release prior to bringing its own food or beverages into the Hotel.

Hotel Policies:

Utilities: All electrical services and utilities, including phone and riggings, are contracted through the Hotel's Sales Department.

Signage and Decor: Signs, banners or other decorations are not allowed in public areas. Any signage in private areas must be professionally made and approved by us and may not be affixed to the walls, floor or ceiling with push pins, nails, staples, carpet tape or other like materials. Taper candles (open flame), sparklers, confetti, bird seed, confetti guns, rice and glitter may not be used at Hotel. We shall not be responsible for damage or loss of any items brought into the Hotel, or for any items left unattended.

Security: If required, at the sole judgment of Hotel, in order to maintain adequate security measures in light of the size and nature of the event, Group shall provide, at its expense, security personnel for the event supplied by a reputable licensed guard or security agency doing business in the city or county in which the Hotel is located, which agency shall be subject to the prior approval of Hotel. Security personnel provided by Group shall **NOT** carry weapons and are to coordinate with Hotel's regular

security force and will concern themselves only with access to the space reserved hereunder (or substituted therefore), restricting their presence to those areas of the Hotel premises.

Entertainment: When GROUP is securing a Band, DJ (Disc Jockey) or other entertainment for subject event, the **hotel** reserves the right to review and approve the scope of the entertainment, to include the number of performers, type of performers (ex. horn players, drums, etc.) and amplification. As a general guideline, the **hotel** permits bands or musical groups, not to exceed six performers (instruments, vocalists, though excluding sound engineer). The **hotel** does NOT permit drum or percussion equipment to be amplified, at any time and no more than one horn player is permitted. DJ sound equipment must be maintained to a reasonable sound level with minimal base (subwoofer) amplification. The hotel will determine when the sound level exceeds a reasonable level and will direct the performer to reduce the sound output. If this request is not fulfilled, a hotel representative will notify the performer (Band or DJ) that their performance will be terminated. Prior to notifying the performer (Band or DJ), the hotel representative will advise GROUP of the pending action. The **hotel** will not be held liable for this performance termination.

Overdue Accounts Bear Interest: Overdue accounts shall bear interest at the rate 1.5% per month (18% per annum) until paid unless such rate exceeds the maximum rate allowed by applicable laws in which event the maximum legal rate shall apply.

Right to Inspect and Not Liable for Personal Property: The Hotel reserves the right to inspect and control all private functions. The Hotel does not assume liability for any personal property and equipment of Client or Client's guests or invitees brought to the Hotel. Any personal property brought onto the premises by Client shall be at the sole risk of the Client.

Compliance with Law: Each party will comply with all applicable federal, state, and local laws, government regulations and orders in connection with this Contract.

Authority, Joinder & Acceptance: The persons signing the Contract on behalf of each party each warrant that they are authorized to make agreements and to bind their principals to this Contract. In the event this Contract is executed by a third party on Group's behalf, the attached Joinder and Consent to Contract must be executed by Group and submitted at the same time as this Contract. This Contract will be deemed accepted only after it has been signed by a representative of the Group and thereafter signed by a representative of the Hotel. Acceptance may be made by facsimile transmission, or email using pdf or electronic signature and this Contract may be executed in one or more counterparts, each of which when fully executed, will be deemed to be an original, and all of which will be deemed to be the same Contract.

Accepted and Agreed To:

Group: UnidosUS		Hotel: JAYHAWK, LESSEE LLC dba Kimpton Hotel Monaco	
E-Signed: 12/05/2025 01:46 PM CST		E-Signed: 12/05/2025 02:01 PM CST	
Signature:	<i>Janet Murguía</i>	Signature:	<i>Rachel Stewart</i>
Print Name:	oespinal@unidosus.org IP: 108.51.181.216	Print Name:	rachel.stewart@ihg.com IP: 72.175.51.243
Sertifi Electronic Signature		Sertifi Electronic Signature	
DocID: 20251205133816214		DocID: 20251205133816214	
Title:		Title:	Director of Catering
Date:		Date:	

Credit Card Authorization Form

I, _____ hereby authorize JAYHAWK, LESSEE LLC dba Kimpton Hotel Monaco Washington DC, to process the following credit card:

Contact Name:

Daytime Phone Number:

Email Address:

Authorized Signature: Janet Murguía
oespinal@unidosus.org



Please Indicate Billing Instructions:

-
-
-
-
-
-

- Banquets
- Audio Visual Only
- Advance Deposit of \$
- Room and Tax Only
- Incidentals Only
- Other (please specify):

** Please note that if you fail to pay through another method at time of payment, all charges will be applied to the above credit card.



Corporate Card Statement of Account

**Sign-up For
Online Statements**

www.americanexpress.com/gopaperless

Prepared For
OCTAVIO N. ESPINAL
UNIDOS US

Account Number
XXXX-XXXXX6-12004

Closing Date
12/28/25

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$
213.05	4,865.31	0.00	213.05	0.00	4,865.31

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 3794-231386-12004

OCTAVIO N. ESPINAL
UNIDOS US
1126 16TH STREET NW
WASHINGTON DC 20036

**Amount Due
\$4,865.31**

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
|||||

0000379423138612004 000486531000486531 28HH

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
OCTAVIO N. ESPINAL
 UNIDOS US

Account Number
 XXXX-XXXXX6-12004

Closing Date
 12/28/25

Activity Date reflects either transaction or posting date

Card Number	XXXX-XXXXX6-12004	Reference Code	Amount \$
12/12/25	CORPORATE REMITTANCE RECEIVED 12/12		-213.05
12/05/25	FTD* FTD.COM* FTD.CO CHICAGO IL REF# 40192257AI7G 800-736-3383 12/04/25 FLOWERS/PLANTS/GIFT ROC NUMBER 40192257AI7G		90.09
12/05/25	FTD* FTD.COM* FTD.CO CHICAGO IL REF# 40192463OI7F 800-736-3383 12/04/25 FLOWERS/PLANTS/GIFT ROC NUMBER 40192463OI7F		91.57
12/06/25	KIMPTON HOTEL MONACO WASHINGTON DC FOL# 13999985 LODGING 12/05/25 ARRIVAL DATE DEPARTURE DATE 12/09/25 12/11/25 00 ROOM RATE \$100.00 ROC NUMBER 13999985	01657300000	2,025.00
12/06/25	BARNES&NOBLE PAPERSO WESTBURY NY 000677770 4169969654 11590 12/06/25 BOOK STORES ROC NUMBER 00067777001 TAX \$19.25	00067777001	340.40
12/07/25	BARNES&NOBLE PAPERSO WESTBURY NY 000777770 4169969654 11590 12/07/25 BOOK STORES ROC NUMBER 00077777001 TAX \$5.50	00077777001	97.25
12/08/25	BARNES&NOBLE PAPERSO WESTBURY NY 000777770 4169969654 11590 12/07/25 BOOK STORES ROC NUMBER 00077777001 TAX \$5.46	00077777001	97.22
12/16/25	KIMPTON HOTEL MONACO WASHINGTON DC FOL# 12914001 LODGING 12/15/25 ARRIVAL DATE DEPARTURE DATE 12/09/25 12/11/25 00 ROOM RATE \$100.00 ROC NUMBER 12914001	02940800000	795.65
12/17/25	Staples Inc PUTNAM PUTNAM CT 382651304 9934592730 200042 12/17/25 ORD 9934592730 ;REQ OCTAVIO ESPINAL IT1 HP 414X YEL;UPI 322.9900;QTY1 IT2 HP 414X MAG;UPI 322.9900;QTY1 FRT 0.00;HDL 0.00;ITM4 ROC NUMBER 382651304 TAX \$72.30	38265130400	1,277.26
12/17/25	NYTIMES* 800-698-4637 NY REF# AF45998850C3 ONLINE SUBS 12/17/25		29.68
12/23/25	ADOBE SYSTEMS Adobe SAN JOSE CA REF# 539449573 www.adobe.com 12/22/25 DEFAULT ROC NUMBER 539449573 TAX \$1.20	53944957300	21.19
Total for OCTAVIO N. ESPINAL		New Charges/Other Debits Payments/Other Credits	4,865.31 -213.05



Adobe Inc.
 345 Park Avenue
 San Jose CA 95110-2704
 United States
 Federal Tax ID: 77-0019522

ORIGINAL

Invoice Information

Invoice Number 3314750666
 Invoice Date 22-DEC-2025
 Payment Terms Credit Card
 Purchase Order DS915197506DT
 Order Number 5001091193
 Customer Number 395875107
 Currency USD

Bill To

Octavio Espinal
 UnidosUS
 1126 16th Street, NW
 Washington DC 20036

INVOICE

Item Details

Service Term: 22-DEC-2025 to 21-JAN-2026

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
30000066	Acrobat Pro	1	EA	19.99	19.99	6.00%	1.20	21.19

Invoice Total

NET AMOUNT (USD)	19.99
TAXES (SEE DETAILS FOR RATES)	1.20
GRAND TOTAL (USD)	21.19

Comments:

Billing Contact

<https://helpx.adobe.com/contact.html>

Thank you for your business!