

COMPLETE SECTION I ONLY

Date 1/28/13

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to

pay \$ 1,620^{XX}₁₀₀ to the order of Fan Cloth Products LLC

and charge the account of Dance Club Acc't. No. 83

Purpose: Purchase of clothing items

Dance Club
Club or Activity

[Signature]
Faculty Adviser - Signature

II. Account Balance \$ 2286.00

Verified by [Signature]

Date 2/1/13 Comment _____

III. Approved _____
Principal - Signature Date _____

IV. Date Paid _____ Check No. _____ Account No. _____

Processed by _____

SUPERINTENDENT'S APPROVAL _____

Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL UHS

DATE 2/1/13

ACCOUNT NAME Dance Club

ACCT.# 2083

VENDOR Fan Cloth Products LLC

AMOUNT \$1620.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

purchase of clothing items
see attached

In accordance with the Student Organization Funds - Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Laurie DelGuercio
NAME

[Signature]
SIGNATURE

BOARD APPROVAL DATE: 2/12/13

Per the Student Organization Funds - Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

I approve the purchase of goods/services per the attached.

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Fan Cloth Products LLC

912 113th Street
Arlington, TX 76011

Invoice

Date	Invoice #
1/10/2013	32647
Phone #	800-854-5598
WWW.FANCLOTH.COM	

Bill To
UNION HIGH SCHOOL-DANCE USELINE MATTHEW 2350 NORTH 3RD ST UNION NJ 07083

P.O. No.	Terms
	Net 30

Item	Quantity	Description	Rate	Amount
G500	21	Short Sleeve Tee	9.00	189.00
G185	25	Adult Hooded Sweatshirt 7.75 oz.	20.00	500.00
G185	3	Adult Hooded Sweatshirt 7.75 oz. XX	22.00	66.00
2184	16	Anvil 3/4 Sleeve Raglan Baseball Tee	14.00	224.00
2184	-2	Anvil 3/4 Sleeve Raglan Baseball Tee Free	14.00	-28.00
80615	1	Colorado Classic Fleece Jacket	30.00	30.00
NL330L	8	Next Level Ladies Favorite Tee	12.00	96.00
4109	2	100% Polyester Microfiber 4.2oz/140 GSM	14.00	28.00
4109	1	100% Polyester Microfiber 4.2oz/140 GSM XX	16.00	16.00
4116	6	Woman Shorts	14.00	84.00
4116	-1	Woman Shorts FREE	14.00	-14.00
8882	5	Liberty Bags Large Drawstring Backpack	9.00	45.00
G-123	15	Open Sweat Bottom Pants	19.00	285.00
G-123	2	Open Sweat Bottom Pants XX	21.00	42.00
12004	1	Men's Watch with Bling	19.00	19.00
5573	2	Ladies Watch with Bling	19.00	38.00
		Out-of-state sale, exempt from sales tax	0.00%	0.00
			Subtotal	\$1,620.00

Payments/Credits	\$0.00
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Balance Due	\$1,620.00
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Date 2/11/13

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to

pay \$ 1166.00 to the order of Princ 3 Printing

and charge the account of Fundraiser Class of 2013 Acc't. No. 2010

Purpose: pay balance of senior t-shirts

Class of 2013
Club or Activity

J. Edge
Faculty Adviser - Signature

II. Account Balance \$4230.60

Verified by [Signature]

Date 2/11/13 Comment

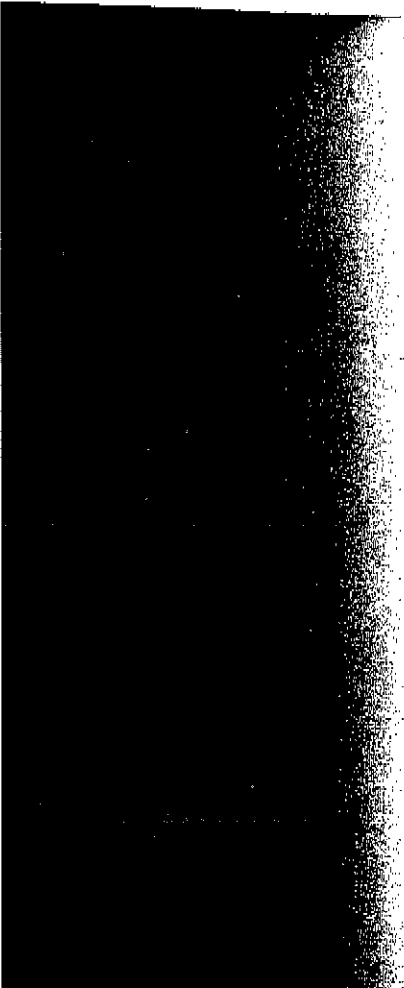
III. Approved _____
Principal - Signature

Date _____

IV. Date Paid _____ Check No. _____ Account No. _____

Processed by _____

SUPERINTENDENT'S APPROVAL _____



Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL UHS

ACCOUNT NAME Fundraiser Sr. class of 2013

VENDOR Princ 3 Printing

DATE 2/1/13

ACCT.# 2010

AMOUNT \$ 1,616.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

payment of senior + skirt balance
see attached

In accordance with the Student Organization Funds - Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Laurie DeGuercio
NAME

[Signature]
SIGNATURE

BOARD APPROVAL DATE: 2/12/13

Per the Student Organization Funds - Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

I approve the purchase of goods/services per the attached.

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE

Princ3 Printing Inc. Invoice 0021548

Princ3 Printing
Web Sites

Invoice

BILL TO
Union High School

INVOICE NUMBER 0021548

INVOICE DATE January 01, 2013

DUE DATE January 17, 2013

AMOUNT DUE \$1,616.00

[Print](#) [PDF](#)

AMOUNT DUE
\$1,616.00

Princ3 Printing Inc.
Another smart company using



Product	QTY	PRICE	AMOUNT
SHIRTS-BLACK	62	\$9.00	\$558.00
POLES-BLACK	36	\$18.00	\$648.00
SHIRTS-BLACK	60	\$6.00	\$360.00
	1	\$0.00	\$0.00
	2	\$0.00	\$0.00
		\$50.00	\$50.00

Total : \$1,616.00

Amount Due : \$1,616.00

Date 1/28/13

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to

pay \$ 2330.00 to the order of Pe-Jay's Fresh Fruit

and charge the account of Chorus/Band

Acc't. No. 2045

Purpose: fruit fundraiser

Chorus/Band
Club or Activity

[Signature]
Faculty Adviser - Signature

II. Account Balance \$20915.40

Verified by [Signature]

Date 2/1/13 Comment _____

III. Approved _____

Principal - Signature

Date _____

IV. Date Paid _____

Check No. _____

Account No. _____

Processed by _____

SUPERINTENDENT'S APPROVAL _____

Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL UHS
ACCOUNT NAME Chorus/Band Fundraiser
VENDOR Peet Jay's Fresh Fruit Fundraiser

DATE 2/1/13
ACCT.# 2045
AMOUNT \$2330.50

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

payment for fruit fundraiser
see attached

In accordance with the Student Organization Funds – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Laurie DelGuercio
NAME
[Signature]
SIGNATURE

BOARD APPROVAL DATE: 2/12/13

Per the Student Organization Funds – Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

I approve the purchase of goods/services per the attached.

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE



Pee Jays Fresh Fruit
 100 Dartmouth Dr, Ste 200
 Swedesboro NJ 08085
 Phone : (800) 847-6141
 Fax: (856) 241-2454
 URL: <http://www.peejays.org>

Invoice for Union High School

Org. Id	Order Date	Order #	Delivery Date
2126	11/19/2012	133812A	12/4/2012
Pallet Count	PO #	Order Type	Sales Rep
2		Fall	Domenic Lanciano

Bill To Info Union High School Laura Muller 2350 North 3rd Street Union NJ 07083 Day: 908-851-6457 Cell: 908-436-7672	Ship To Info Union High School Laura Muller 2350 North 3rd Street Union NJ 07083 Ship To: 908-851-6500 Cell: 908-436-7672
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Item #	Price	Description	Quantity	Give Away	Extended Amount
1	\$19.50	Lg Bx FL Navel Org	7	0	136.50
2	\$12.00	Sm Bx Fl Navel Org	10	1	120.00
3	\$19.00	Lg Bx Juice Oranges	2	0	38.00
4	\$11.75	Sm Bx Juice Oranges	5	0	58.75
5	\$19.00	Lg Bx Tangelos	2	0	38.00
6	\$11.75	Sm Bx Tangelos	13	0	152.75
7	\$19.00	Lg Bx Red Grapefruit	2	0	38.00
8	\$11.75	Sm Bx Red Gft	13	0	152.75
9	\$15.00	Nav & Gft mix	2	0	30.00
10	\$34.00	10lb Bag Nav	7	0	238.00
11	\$34.00	10lb Bag Gft	2	0	68.00
16	\$25.00	Sm Bx Red Del Apples	1	0	25.00
18	\$12.00	Golden Pineapples	12	0	144.00
23	\$21.00	Trio Box- Nav/App/Pears	6	0	126.00
24	\$15.50	Citrus Mix Box-Nav/Gft/Tangelos	6	0	93.00
37	\$14.25	Sm Bx Sunburst Tangerines	17	0	242.25
74	\$15.50	Fresh Fruit Sampler	18	0	279.00
75	\$16.00	Apple Sampler	6	0	96.00
76	\$15.50	Orange Sampler	5	0	77.50
78	\$16.00	App& Pear Sampler	3	0	48.00
84	\$14.50	Anjou Pears (single layer)	2	0	29.00
			141	1	\$2,230.50

Delivery Charge: +(\$100.00)

Total: \$2,330.50

Total if paid by 12/14/2012: \$2,307.20

WE DO NOT ACCEPT CREDIT CARDS FOR PAYMENT.
 * Payment in full is due 30 days from delivery date or 10 days to receive the 1% discount.
 * Please indicate the order # on your check.

Date 1/28/13

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to
 pay \$22,500.00 to the order of Heritage festivals
 and charge the account of Chorus/band fundraiser Acc't. No: 2045
 Purpose: 1st installment - DC payment

Chorus/band fundraiser
 Club or Activity _____

 Faculty Adviser - Signature

II. Account Balance \$18,584.90 * Verified by [Signature]
 Date 2/1/13 Comment Money still being collected.

III. Approved _____
 Principal - Signature _____ Date _____

IV. Date Paid _____ Check No. _____ Account No. _____

Processed by _____

SUPERINTENDENT'S APPROVAL _____

Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL UHS

DATE 2/1/13

ACCOUNT NAME Chorus/Band Fundraiser

ACCT.# 2045

VENDOR Heritage Festivals

AMOUNT \$22,500.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

payment for DC Trip - 1st installment

In accordance with the Student Organization Funds - Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

Laurie DelGuercio

NAME

SIGNATURE

BOARD APPROVAL DATE: 2/12/13

Per the Student Organization Funds - Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

I approve the purchase of goods/services per the attached.

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

DATE



Union High School Band and Choir

20-Jun-12

ESTIMATED EXPENSE SUMMARY

WASHINGTON D.C. FESTIVAL MAY 2-5, 2012
4 DAYS/ NIGHT PACKAGE

HF EVENT PACKAGE (Price Per Person)

- Heritage Approved, Student Friendly Hotel Accommodations
- Performance in a national music festival w/ on-stage mini clinic
- Positive, constructive adjudication with taped & written comments
- Gala Awards Ceremony
- Dinner and Dance
- Commemorative gift for each student
- Largest, most comprehensive insurance policy in the industry
- Opportunity for director to earn professional development points
- Opportunity for students to earn one semester of performing arts credit
- One free participant for every twenty-five packages purchased (Applies only to basic package, not add ons)

	Rate	Qty	Total Price
Quad	\$315.00	80	\$25,200.00
Triple	\$376.00	0	\$0.00
Double	\$496.00	10	\$4,960.00
Single	\$860.00	0	\$0.00
Free	\$0.00	0	\$0.00
Total Package		90	

MEALS ("estimated" costs used to calculate "total meals" unless "adjustment" fields are populated)

# of people	Breakfast		Lunch		Dinner		Total Meals
	Estimate	Adjustment	Estimate	Adjustment	Estimate	Adjustment	
# of days	3						
est. cost per meal	\$13.50		0		0		
TOTAL MEALS	\$3,645.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

RECOMMENDED ACTIVITIES (Prices subject to change and based on availability)

	Rate	Qty	Total
Smithsonian Museums/Holocaust Museum	incl.	90	\$0.00
National Symphony Orchestra Concert			
Spirit of DC moonlight cruise	\$55.00	90	\$4,950.00
Six Flags America Theme Park 1-Day Pass	\$67.00	90	\$6,030.00
Six flags Meal Voucher	\$30.00	90	\$2,700.00
Hard Rock Café DC	\$13.00	90	\$1,170.00
City Tour of monuments and memorials (with guide, including Arlington Cemetary)	\$21.00	90	\$1,890.00
Gala Awards Banquet and Dance	incl.	90	\$0.00
Tour Shirt	incl.	90	\$0.00
Total Activities	\$25.00	90	\$2,250.00

ESTIMATED EXPENSES

FESTIVAL PACKAGE	\$30,160.00			
MEALS (breakfast included in hotel package)	\$3,645.00			
RECOMMENDED ACTIVITIES	\$18,990.00			
ESTIMATED SUBTOTAL WITHOUT TRANSPORTATION	\$52,795.00			
TRANSPORTATION (Please note that the price per bus is fixed. Cost per person will vary based on final numbers)				
Bussing (47 seats standard)				
Driver Hotel Rooms 3@219.00	Price per bus	\$5,716.50	Number of buses	2
	Price per driver	\$657.00	Number of drivers	2
TOTAL ESTIMATED TRANSPORTATION				\$11,431.00
ESTIMATED TOTAL INCLUDING TRANSPORTATION				\$1,314.00
Installment 1				
Installment 2				
Installment 3				
Installment 4 (chaperone payment from Frago budget)				
Remaining Balance				\$8,885.00

1st
2nd
3rd

Heritage Festivals - (800) 223-4367

NOTE: PRICES SUBJECT TO CHANGE. PRICES AND AVAILABILITY NOT GUARANTEED UNTIL BOOKED AND DEPOSIT SENT.

Date 01/23/13

COMPLETE SECTION I ONLY

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to

pay \$max. 5770.00 to the order of NJ District of Key Club

and charge the account of Key Club Acc't. No. 46

Purpose: district convention registration

Key Club
Club or Activity

[Signature]
Faculty Adviser - Signature

II. Account Balance \$ 2655.55

verified by [Signature]

Date 2/1/13

Comments money still being collected

III. Approved _____
Principal - Signature

Date _____

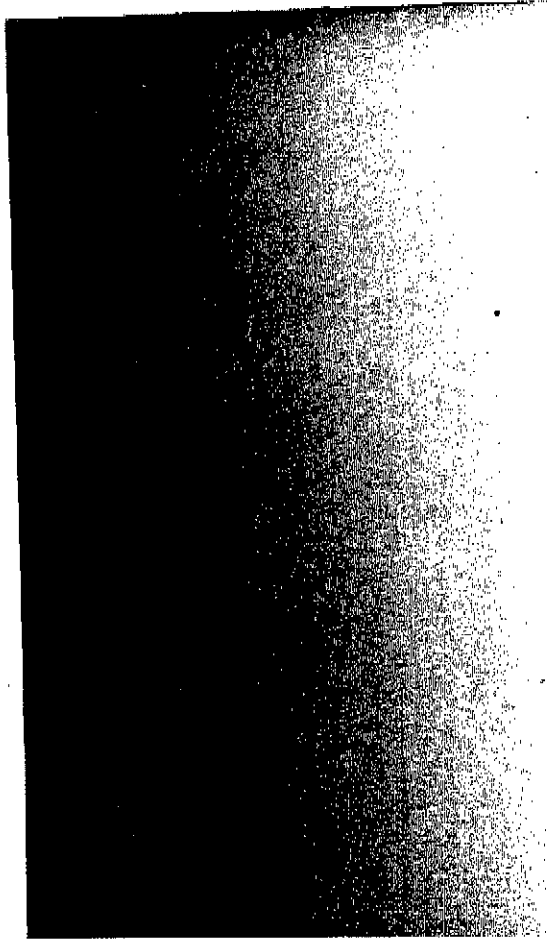
IV. Date Paid _____

Check No. _____

Account No. _____

Processed by _____

SUPERINTENDENT'S APPROVAL _____



Student Organization Fund for Expenditure in Excess of \$1,000.00

SCHOOL UHS

DATE 2/1/13

ACCOUNT NAME Key Club

ACCT.# 2046

VENDOR NJ District Key Club

AMOUNT \$ 5,770.00

PURPOSE OF EXPENDITURE (ATTACH APPROPRIATE INVOICE(S):

district convention registration fee
see attached

In accordance with the Student Organization Funds – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.00

NAME _____

SIGNATURE _____

BOARD APPROVAL DATE: _____

Per the Student Organization Funds – Policy and Procedure Manual, student bodies, only with written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.00

I approve the purchase of goods/services per the attached.

JAMES J. DAMATO, BOARD SECRETARY

DATE

Manuel E. Vieira, Business Administrator

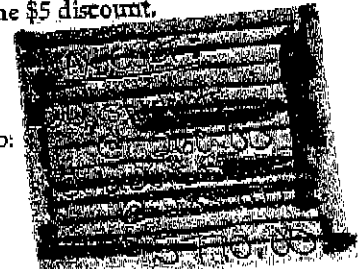
DATE

Registration Guidelines

1. ALL REGISTRATION FORMS & FEES MUST BE POSTMARKED BY Wednesday, March 6th, 2013. The prices are: \$260 for Key Clubbers and \$285 for chaperones (double occupancy room) or \$340 for chaperones (single occupancy room). If your club registers prior to Friday, February 15th, 2013, you may deduct \$5 per person. Registrations (check or school voucher) postmarked after February 15th CANNOT take the \$5 discount.

2. The Club's name and division MUST appear at the top of the page.

3. Please send a NON-REFUNDABLE check(s) or money order (NO CASH) made payable to: "NEW JERSEY DISTRICT OF KEY CLUB."



4. Vegetarian dishes are included in the buffets.

5. Each club must have one chaperone for every 10 members. If your club is sharing chaperones with another club, it must be indicated on the registration form. You must include the complete contact information of the shared chaperone in order for us to confirm the arrangement.

6. Please indicate the positions held by the 2012-2013 club officers attending convention on the registration form. If elections for the 2013-2014 club officers have been held, please indicate this as well.

7. No incomplete forms will be accepted. Registration forms may be downloaded off of the New Jersey District website, www.njkeyclub.org after December 15th, 2012 in Word Document format and PDF Format. However, you may NOT register online. You MUST mail the forms in. Send the completed TYPED OR NEATLY PRINTED Registration Form and Convention Sign-up form with a check or money order to:

Kaitlin McCann
83 Hartrop Place
Ewing, NJ 08618

8. The Parental Consent Form and Medical Questionnaire and Emergency Medical Treatment Authorization Form should be turned in at the Convention Registration Desk upon arrival. (DO NOT MAIL THEM.)

9. The raised seal must be evident in order for emergency treatment. **THESE FORMS MUST BE NOTARIZED.**
An attorney's signature alone is NOT valid in New Jersey. Key Clubbers without necessary forms will not be permitted to stay.

10. Rooms containing less than four Key Clubbers may be consolidated with other clubs.

11. Once registration has been confirmed, refunds are not permitted. If someone is unable to attend and changes become necessary, contact someone in your club (of the same sex) and make arrangements for them to take that place.

12. By sending in the required forms and payment, you acknowledge all of the above procedures.

Please note: If your club adds members later on, you will be required to submit a new rooming list, any adjustments to the chaperones attending (1 for every 10 Key Clubbers), adult address information and correct payment. All rooming decisions will be made at the discretion of the Convention Registration Committee Chairperson. All decisions are final. Any club who has not paid both International and District dues will not be permitted to attend the convention. If you have any questions, please feel free to contact Diti Shah, Convention Registration Chairperson, at itgediy13diti@gmail.com