

TOWNSHIP OF UNION BOARD OF EDUCATION
UNION, NEW JERSEY

FILE CODE 3453

EXHIBIT B-1

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

SCHOOL: UHS Date: 5/13/20

DEPARTMENT: Senior Class Account: 2227

VENDOR: C+R Graphics Amount: \$1,200.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s)]: To purchase banners in support of our Class of 2020 to be displayed around town.

In accordance with the Student Organization Fund – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.

Cheryl Fiske
NAME

Chl Jno
SIGNATURE

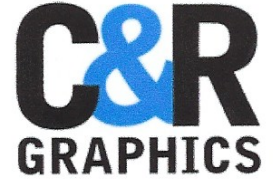
Per the Student Organization Funds – Policy and Procedural Manual, student bodies, only written approval of either/or the Board Secretary/Business Administrator, may obligate themselves by contract for the purchase of goods and services greater than \$1,000.

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

Manuel E. Vieira
Business Administrator

Date

C & R Graphics
387 Forest Dr
Union, NJ 07083
908-380-3713
bob@crgraphicsnj.com



INVOICE

BILL TO
Union High School
2350 N 3rd St.
Union, NJ 07083

INVOICE # 31491
DATE 05/13/2020
DUE DATE 06/12/2020
TERMS Net 30

| QTY | DESCRIPTION | AMOUNT |
|-----|-------------------|--------|
| 1 | 5ft x 10ft Banner | 185.00 |
| 1 | 4ft x 30ft Banner | 325.00 |
| 4 | 3ft x 6ft Banner | 540.00 |
| 1 | Design | 150.00 |

We appreciate your business and look forward to working with you again.

BALANCE DUE

\$1,200.00

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SCHOOL: UHS Date: 5/13/20

DEPARTMENT: Senior Class Account: 2227

VENDOR: Prestige Amount: \$11,784.00

PURPOSE OF EXPENDITURE (attach appropriate invoice(s): Laser Engraving
To provide token gifts to our Class of 2020 students, and to recognize them in a special way.

In accordance with the Student Organization Fund – Policy and Procedure Manual, I request approval of the referenced expenditure in excess of \$1,000.

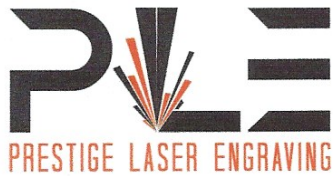
Cheryl Fiske
NAME

Chl Jno
SIGNATURE

Per the Student Organization Funds – Policy and Procedural Manual, student bodies, only 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.

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

Manuel E. Vieira Date
Business Administrator



Michael & Theonikki Cocca
 4 Hawk Court
 Howell, NJ 07731
 908-380-7978
 prestigelaserengraving@hotmail.com

INVOICE

MAY 12, 2020 - UHS

BUNDLE SAVINGS:
SAVE \$2.00 PER STUDENT WHEN BUYING A BUNDLE
RATHER THAN PURCHASING EACH ITEM SEPERATELY

| ITEM/NAME | REVISED BUNDLE #2 | QTY | UNIT PRICE | AMOUNT |
|--|-------------------|-----|------------|-------------|
| -20 OUNCE INSULATED TUMBLER -DRAWSTRING BAG -MAGNET -SUNGLASSES | | 600 | \$19.64 | \$11,784.00 |
| TOTAL: | | | | \$11,784.00 |
| 50% DEPOSIT: | | | | \$5,892.00 |

