

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

SCHOOL: UHS

Date: 9/28/16

ACCT. NAME: UHSPTAC

Account: 2077

VENDOR: Audio Incorporated

Amount: \$4,075.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s):

main audio rental package for Footloose: The Musical

see attached

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

Laurie DelGuercio

Name

Fanni DelGuercio
SIGNATURE

BOARD APPROVAL DATE: 10/18/16

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.

Gregory E. Brennan, Business Administrator

Date

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

Pay \$ 4,075.00 to the order of Audio Inc

and charge the account of UHS PAA Acct. No. 77

Purpose: Main Audio Rental Packages for

Footloose; The Musical

Winter Show
Club or Activity Faculty Adviser - Signature

II. Account Balance *\$1,092.08 Verified by (Signature)

Date 9/28/16 Comment: * Check will not be cut until all monies are deposited.

III. Approved _____ Date _____
Principal - Signature

IV. Date Paid _____ Check No. _____ Acct. No. _____

Processed by _____



Audio Incorporated
 170-172 W Westfield Ave
 Roselle Park, NJ 07204
 908-620-1007
 fax: 908-620-1006

Rental Quote

PRINTED: September 28, 2016
QUOTE NO: R-2487
QUOTED BY: Carl Vitiello

CUSTOMER: Union High School
CONTACT: James Mosser
 2350 North 3rd St
 Union, NJ 07083

DATE OUT: December 2, 2016 3:00 PM
DATE BACK: December 11, 2016 9:00 PM
PROJECT: Footloose: The Musical

EQUIPMENT TITLE: Footloose: The Musical equipment
EQP REF: R-2487EQL01

VENUE: Union High School
 2350 North 3rd St
 Union, NJ 07083

Qty Description

Microphones & Direct boxes

Audio

- 1 Keyboard 1- Using RMS Keyboard from a Mac
- 1 Keyboard 2- either RMS Keyboards or Other playback device
- 1 Reed - Flute, Clarinet, Tenor Sax & Baritone Sax
- 1 Guitar 1 - Electric guitar, Acoustic Steel, Acoustic Nylon
- 1 Guitar 2- Electric, Acoustic, Acoustic Nylon
- 1 Electric Bass. Drum Kit
- 1 Percussion- Tambourine, Congas, Cymbal, Timbale, Mark Tree
- 1 Vibes, Shaker, Tubular Bells, Bell Tree, Timpani, Xylophone, Triangle
- 1 Malikat, Piccolo Cabasa, Shaker, Vibes

Total for Audio \$0.00

Total for Microphones & Direct boxes \$0.00

Wireless mics

Audio

- 22 Mipro MU-55L; (Senn) Condenser omni Lavalier
- 1 SENNHEISER 300 G3:16ch Rack: RF-A&G; RBLK118
- 1 SENNHEISER 500 G3: 6ch Rack: RF-G; RBLK090
- 6 Sennheiser SK500 G3 Bodypack transmitter Range G 566-608 MHz
- 8 Sennheiser SK300 G3 Bodypack transmitter Range A 516-558 MHz
- 8 Sennheiser SK300 G3 Bodypack transmitter Range G 566-608 MHz

Total for Audio \$1,241.13

Production & Supplies

- 308 Batteries; AA
- 6 Nexcare 3/4" clear first aid tape; aka Face Tape
- 18 Beltpack Pouch

Total for Production & Supplies \$280.28

Total for Wireless mics \$1,521.41

Communications equipment

Communications

- 5 Clear-Com RS-100A; beltpack single channel
- 5 BeyerDynamic DT-108: single muff headset w/K109.28: 4-Pin XLRf Cable
- 1 Clear-Com PS-22; Dual channel Intercom system power supply
- 1 HME DX200: RF intercom Base Station w/2 antennas & psu

Total for Communications \$285.80

Total for Communications equipment \$285.80

Front fill system



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QUOTED BY: Carl Vitello

Qty Description

Front fill system

Audio

- 1 QSC PL 1.8 2 ch 450w @ 8 ohms
- 4 Yamaha IF2205; 2x 5" Woofer, 1" Voice Coil

Total for Audio \$151.72

Total for Front fill system \$151.72

Other sound system items

Audio

- 1 YAMAHA M7CL-48 CONSOLE; CLM0200
- 1 YAMAHA M7CL PSU; RBLK208
- 4 Yamaha MS202ij; Active 2x4" drivers 20 watts

Total for Audio \$411.07

Total for Other sound system items \$411.07

Summary For R-2487EQL01

Equipment Sub Total \$2,370.00



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 fax: 908-620-1006

Rental Quote

PRINTED: September 28, 2016
QUOTE NO: R-2487
QUOTED BY: Carl Vitiello

EQUIPMENT TITLE: Footloose: The Musical cable, etc
EQP REF: R-2487EQL02

VENUE: Union High School
 2350 North 3rd St
 Union, NJ 07083

Qty	Description		
Cable, Stands, etc			
Cable			
1	SMCC; Standard mic CABLE case		
4	Edison ED to Quad 020'		
4	Edison m to f 025'		
Total for Cable			\$0.00
Production & Supplies			
1	Shoebag		
1	Desk Lamp; Gooseneck w/base or clamp		
Total for Production & Supplies			\$0.00
Stands & Rigging			
1	SMSC; Standard mic STAND case		
4	Yamaha BMS-10A-CA; mic stand adaptor for MS202's and other small speakers		
4	Yamaha UB2205; U Brackets for IF2205 speakers		
Total for Stands & Rigging			\$0.00
Total for Cable, Stands, etc			\$0.00

Summary For R-2487EQL02

Equipment Sub Total **\$0.00**

Crewing

Four rehearsals, four shows

	Start	Until	Function	
1	Dec-5-16 3:00 pm	Dec-11-16 9:00 pm	Full Show	
	A2 Audio Tech			\$1,505.00
	Standard Labor Rates are for the first 10 hours. Overtime charges will be charged after 10 hours and/or between 12am-6am.			Total \$1,505.00

Transportation

				Delivery and Set up
1	Audio Inc Truck	Dec-2-16 3:00 pm	Union High School	\$100.00
				Strike and Pick up
1	Audio Inc Truck	Dec-11-16 6:00 pm	Union High School	\$100.00
Total				\$200.00



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170-172 W Westfield Ave
Roselle Park, NJ 07204
908-620-1007
fax: 908-620-1006

Rental Quote

PRINTED: September 28, 2016
QUOTE NO: R-2487
QUOTED BY: Carl Vitiello

This is NOT an Invoice. Please pay from the INVOICE you will receive from our accounting department. Thank you.

Please confirm acceptance of this Rental Quote by faxing or emailing back a signed copy of this quote. Our fax number is 908-620-1006. Please also include any Purchase Order information. No equipment or personnel will be scheduled until we receive your signed acceptance of this quote.

Summary of Costs

Equipment:	\$2,370.00
Crew:	\$1,505.00
Transport:	\$200.00
SubTotal:	\$4,075.00
Sales Tax:	\$0.00
Quote Total:	\$4,075.00

Signature: _____

Title: _____ Date: _____

All rentals are subject to Audio Incorporated's Terms and Conditions which are available at <http://www.audioincorporated.com/resources/Terms-and-Conditions.pdf>.

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

SCHOOL: UHS

Date: 9/28/16

ACCT. NAME: Cosmetology

Account: 2061

VENDOR: Burmax

Amount: \$3300.92

PURPOSE OF EXPENDITURE [attach appropriate invoice(s):
2016-2017 cosmetology student kits
see attached

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

Laurie DelGuercio

Name

Laurie DelGuercio
SIGNATURE

BOARD APPROVAL DATE: 10/18/16

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.

Gregory E. Brennan, Business Administrator

Date

I. This will authorize the Treasurer of the UNION HIGH SCHOOL BOOSTER ASSOCIATION to pay \$ 3300.92 to the order of BURMAX and charge the account of COS Acc't. No. 61 Purpose: KITS

Club or Activity

Faculty Adviser - Signature

Jan Salvator

II. Account Balance \$4981.22 Verified by [Signature]
Date 9/28/16 Comment _____

III. Approved _____ Date _____
Principal - Signature

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

Processed by _____

SUPERINTENDENT'S APPROVAL _____

Rev. 5/1/88 (1476H)

BURMAX

BURMAX COMPANY, INC. • 28 BARRETTSAVENUE • HOLTSVILLE, NY 11742-2127
 MANUFACTURERS • IMPORTERS • DISTRIBUTORS
 631-447-8700 • 800-645-5118 • FAX: 631-289-7590

INVOICE
 PAGE 1

SOLD TO:
 UNION HIGH SCHOOL
 ATTN: JEAN SALVATORE
 NORTH 3RD STREET
 UNION, NJ 07083

SHIP TO:
 UNION HIGH SCHOOL
 ATTN: JEAN SALVATORE
 NORTH 3RD STREET
 UNION, NJ 07083

Terms	Shipped Via	No. Of Cartons	Ship Date	Salesman	CUST. NO.	Pack Slip No.	Invoice Date	Invoice No.
NET 30	ON TRACK	14	SALVATORE 9/9/16	750	17725		09/20/16	778286-00
Qty. Ordered	Unit	Qty Shipped	Qty B/O	Item No.	Description	Unit Price	Amount	
14	EACH	14	0	17725-1	UNION HIGH SCHOOL UNION NEW JERSEY ONE KIT PER CARTON	235.78	3300.92	

LAST PAGE



TOTAL INVOICE TOTAL 3300.92

ALL CLAIMS MUST BE MADE WITHIN 10 DAYS AFTER RECEIPT OF GOODS
 RETURNS NOT ACCEPTED WITHOUT RETURN AUTHORIZATION - NO DISCOUNT ALLOWED ON SHIPPING CHARGES

EXHIBIT B-1

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

SCHOOL: Kawameeh

Date: 9/8/16

DEPARTMENT: Principal Account: _____

VENDOR: Forest Lodge Amount: \$1,000.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): 1st deposit for
KMS 8th grade trip (due 11/15/16).

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

JASON MALANOA
NAME

[Signature]
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.

Gregory Brennan, Business Administrator

Date

Forest Lodge, LLC

11 Reinman Road
Warren, NJ 07059
908-754-7300

Invoice

Date	Invoice #
8/5/2016	D2867

Bill To
Kawamech Middle School Jason Malanda 490 David Terrace Union, NJ 07083

P.O. No.	Terms	Rep	Account #
		LAT	

Quan...	Description	Unit Price	Amount
	Picnic Deposit Deposit A Due: 11/15/16	1,600.00	1,600.00

Subtotal		\$1,600.00
Sales Tax (7.0%)		\$0.00
Total		\$1,600.00
Payments/Credits		\$0.00
Balance Due		\$1,600.00

EXHIBIT B-1

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

SCHOOL: Kawameeh

Date: 9/8/16

DEPARTMENT: principal Account: #19

VENDOR: Forest Lodge Amount: \$1,600.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): 2nd deposit for
kms 8th grade trip (due 01/12/17).

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

JASON MALANOA
NAME

[Signature]
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.

Gregory Brennan, Business Administrator

Date

Forest Lodge, LLC

11 Reinman Road
Warren, NJ 07059
908-754-7300

Invoice

Date	Invoice #
8/5/2016	D2867B

Bill To
Kawameeh Middle School Jason Malanda 490 David Terrace Union, NJ 07083

P.O. No.	Terms	Rep	Account #
		LAT	

Quan...	Description	Unit Price	Amount
	Picnic Deposit Deposit B Due: 1/12/17	1,600.00	1,600.00

Subtotal		\$1,600.00
Sales Tax (7.0%)		\$0.00
Total		\$1,600.00
Payments/Credits		\$0.00
Balance Due		\$1,600.00

EXHIBIT B-1

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

SCHOOL: Kawameeh Date: 9/8/16

DEPARTMENT: Principal Account: #19

VENDOR: Forest Lodge Amount: \$7,500.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): Remainder due for
KMS 8th grade trip (no invoice)

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

Jason Malanda
NAME

[Signature]
SIGNATURE

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

Gregory Brennan, Business Administrator Date

EXHIBIT B-1

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

SCHOOL: Kawameeh

Date: 9/26/16

DEPARTMENT: Library Account: _____

VENDOR: Scholastic Amount: \$3,000.00

PURPOSE OF EXPENDITURE [attach appropriate invoice(s): Kawameeh's
annual book fair - 9/20/16 - 9/23/16

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

Jason Malanoff
NAME

[Signature]
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.

Gregory Brennan, Business Administrator

Date



BOOK FAIR INVOICE		
School Name: KAWAMEEH MIDDLE SCHOOL Address Line 1: 490 DAVID TERRACE Address Line 2: City, State, Zip: UNION, NJ, 07083 Chairperson's Name: MARY LEWIS Chairperson's Phone: 9088516582 Chairperson's Email: mlewis@twpunionschools.org	Date: 09/23/2016 Invoice #: W3572459BF Fair ID: 3572459 Account #: 319412 Region ID: 14 Rep Code:	
BOOK FAIR SALES – INCLUDING SALES TAX		
Cash & Checks \$3773.20	Credit Cards \$0.00	POs \$0.00
Total includes any All for Books donations.		
SALES TAX COLLECTED		
Tax-Exempt Transactions	-	\$3756.10
Total Amount Collected (excluding Tax-Exempt Transactions)	=	\$17.10
Tax Rate (your tax rate is 7.0)	+	1.07
Taxable Transactions (excluding Sales Tax)	=	\$15.98
Sales Tax Amount		\$1.12
BOOK FAIR SALES		
Taxable Transactions (excluding Sales Tax)		\$15.98
Tax-Exempt Transactions	+	\$3756.10
Total Fair Sales (excluding Sales Tax)	=	3772.08
PROFIT OPTIONS		
Your Fair Sales of \$3772.08 entitles you to receive (50%) in Scholastic Dollars or (25%) in Cash.		
Scholastic Dollars Value		\$300.00
Cash Profit Value		\$793.02
AMOUNT DUE TO SCHOLASTIC		
Total Fair Sales (excluding Sales Tax)		\$3772.08
Subtract Cash Profit	-	\$793.02
Sub-Total	=	\$2979.06
Subtract Credit Cards \$0.00	-	\$0.00
+ POs \$0.00	-	\$0.00
Sub-Total	=	\$2979.06
Add Sales Tax	+	\$1.12
Sub-Total	=	\$2980.18
CHECK AMOUNT TO REMIT TO SCHOLASTIC BOOK FAIRS		\$2980.18
Print Name: <u>Mary Lewis</u>		
Signature: <u>Mary K. Lewis</u>		
Phone Number: <u>908-851-6582</u>		



School Name: KAWAMEEH MIDDLE SCHOOL	Date: 09/23/2016
Address Line 1: 490 DAVID TERRACE	Fair ID: 3572459
Address Line 2:	Account #: 319412
City, State, Zip: UNION, NJ, 07083	Region ID: 14
Chairperson's Name: MARY LEWIS	Rep Code:
Chairperson's Phone: 9088516582	
Chairperson's Email: mlewis@twpunionschools.org	

BOOK FAIR INVOICE INSTRUCTIONS

Review all information to ensure all sales have been recorded accurately.

SEND A COPY OF YOUR BOOK FAIR INVOICE with payment to:

**Scholastic Book Fairs - 14 (*Please note new payment address)
PO BOX 3745
Jefferson City, MO 65102**

If you had TAX-EXEMPT SALES, include copies of your TAX-EXEMPT CERTIFICATE OR RESALE CERTIFICATE to ensure that your Book Fair is finalized correctly, if you have not already sent it in.

IMPORTANT REMINDERS!

Did you know, you can receive a 10% **multiple Fair reward** on any additional Fair, after your first Fair, based on your sales? Each additional Fair must be over \$2500 in sales (minus tax) and run between August 1, 2016 and July 31, 2017. Earn more for your school and try it out on your next fair! Contact your Book Fair consultant to schedule your next Fair. [See all details.](#)