

# Monthly Expenditure Report



Reporting Month: October 2023

Budget Fiscal Year: 2023-2024

NC Name: Neighborhood Council of Westchester-Playa

Monthly Cash Reconciliation					
Beginning Balance	Total Spent	Remaining Balance	Outstanding	Commitments	Net Available
\$30104.24	\$205.98	\$29898.26	\$8179.39	\$0.00	\$21718.87

Monthly Cash Flow Analysis					
Budget Category	Adopted Budget	Total Spent this Month	Unspent Budget Balance	Outstanding	Net Available
Office	\$22500.00	\$158.98	\$13348.26	\$0.00	\$10168.87
Outreach		\$47.00		\$3179.39	
Elections		\$0.00		\$0.00	
Community Improvement Project	\$1000.00	\$0.00	\$1000.00	\$0.00	\$1000.00
Neighborhood Purpose Grants	\$8500.00	\$0.00	\$5550.00	\$5000.00	\$550.00
Funding Requests Under Review: \$0.00		Encumbrances: \$0.00		Previous Expenditures: \$11895.76	

Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	ADOBE INC.	10/10/2023	Motion to approve Adobe Acrobat Pro subscription for operational expense for FY 2023-2024 with expenditure not to exceed \$50 monthly.	General Operations Expenditure	Office	\$19.99
2	OFFICE DEPOT #2740	10/11/2023	Copies for Planning and Land committee meeting for the public hard copy required.	General Operations Expenditure	Office	\$138.99
3	MAILCHIMP	10/21/2023	Monthly MailChimp for meeting notices and outreach	General Operations Expenditure	Outreach	\$47.00
<b>Subtotal:</b>						<b>\$205.98</b>

Outstanding Expenditures						
#	Vendor	Date	Description	Budget Category	Sub-category	Total
1	STEPHANIE DAVIS / HOME TOWN NEWS	09/28/2023	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2023-2024 with expenditure not to exceed \$875 monthly.	General Operations Expenditure	Outreach	\$875.00
2	STEPHANIE DAVIS / HOME TOWN NEWS	09/28/2023	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2023-2024 with expenditure not to exceed \$875 monthly.	General Operations Expenditure	Outreach	\$875.00

3	Pacific Area Boosters Association, Inc.	10/20/2023	Motion to approve NPG for Pacific Area Boosters Association for LAPD's Pacific area police stations 50th year celebration on March 2nd, 2024 with events in and around the station, includi...	Neighborhood Purpose Grants		\$5000.00
4	WENDY L. MOORE / MOORE BUSINESS RESULTS	10/24/2023	Motion to approve monthly scope of work for NC website and communications provided by Moore Business Results for FY 2023-2024 with expenditure not to exceed \$600 monthly.	General Operations Expenditure	Outreach	\$554.39
5	STEPHANIE DAVIS / HOME TOWN NEWS	10/25/2023	Motion to approve monthly NCWP newsletter provided by Hometown News for FY 2023-24 with expenditure not to exceed \$875 monthly.	General Operations Expenditure	Outreach	\$875.00
<b>Subtotal: Outstanding</b>						<b>\$8179.39</b>



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

ORIGINAL

**Invoice Information**

Invoice Number 2574375602  
 Invoice Date 10-OCT-2023  
 Payment Terms Credit Card  
 Purchase Order AD01450810335CUS  
 Order Number 7114676863  
 Customer Number 1268614306  
 Currency USD

**Bill To**

Paula Gerez  
 CA 90012

# INVOICE

## Item Details

Service Term: 10-OCT-2023 to 09-NOV-2023

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
30000066	Acrobat Pro	1	EA	19.99	19.99	0.00%	0.00	19.99

## Invoice Total

NET AMOUNT (USD)	19.99
TAXES (SEE DETAILS FOR RATES)	0.00
<b>GRAND TOTAL (USD)</b>	<b>19.99</b>

Comments:

## Billing Contact

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

Thank you for your business!

## Order Details

### Pickup

**Office DEPOT**

1700 A Rosecrans Ave  
Manhattan Beach, CA 90266  
USA  
(310) 725-0923

### Payment

**Amount:** \$138.99



\*\*\*1486

### Additional Info

**Ordered By:**

Customer Care

**Phone:** (310) 922-9175

**Rewards #:** 1985205283

## Store Pickup 1 of 1

ORDER NUMBER	ORDER STATUS	TOTAL
333068114-001	Ready For Pickup	\$138.99

Ready for Pickup Today



Copies  
Item #870284

Qty: 6 @ \$0.26 / each

**\$1.56**

▶ Custom Product



Copies  
Item #870284

Qty: 50 @ \$0.26 / each

**\$13.00**

▶ Custom Product



Copies  
Item #870284

Qty: 51 @ \$0.26 / each

**\$13.26**

▶ Custom Product



Copies  
Item #870284

Qty: 1 @ \$69.99 / each

**\$69.99**

▶ Custom Product



Copies  
Item #870284

Qty: 43 @ \$0.26 / each

**\$11.18**

▶ Custom Product



Copies  
Item #870284

Qty: 56 @ \$0.26 / each

**\$14.56**

▶ Custom Product



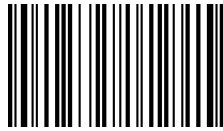
Copies  
Item #870284

Qty: 13 @ \$0.26 / each

**\$3.38**

▶ Custom Product

Store Purchase



333068114 001

Item Subtotal: \$126.93

Taxes: \$12.06

**Order Total \$138.99**

**Track your orders  
and receive order  
status updates**

Download on the  
App Store

A copy of the receipt was sent to paula.ncwpdr@gmail.com.

# Mailchimp Invoice

## MC 20405312

### Issued to

Paula Gerez  
Neighborhood Council of  
Westchester/Palya  
paula.ncwpdr@gmail.com  
Office phone: 310-922-9175  
200 N. Spring St.  
Los Angeles, CA 90012

### Issued by

Mailchimp  
c/o The Rocket Science Group, LLC  
675 Ponce de Leon Ave NE  
Suite 5000  
Atlanta, GA 30308  
[www.mailchimp.com](http://www.mailchimp.com)  
Tax ID: US EIN 58-2554149

### Details

Order # MC20405312  
Date Paid: October 21, 2023 04:12  
AM Los Angeles

### Billing statement

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Monthly plan  
1501 - 2500 subscribers.

\$47.00

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Paid via Mast ending in 1486 which expires 12/2026  
on October 21, 2023

\$47.00

Balance as of October 21, 2023
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\$0.00

If a refund is required, it will be issued in the purchase currency for the amount of the original charge. Sales Tax was not applied to this purchase.

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