

BILL LIST AMENDMENT

AUDIT MONTH TO BE AMENDED December 2011

REQUESTING DEPARTMENT Information Technology

PURCHAS ORDER NUMBER PO# 11-11836

PURCHASE ORDER TOTAL \$ 10,795.69

LINE ACCOUNT NUMBER 1-01-20-140-001-20419

DESCRIPTION Additional funds needed for postage due to large

Abundance of election mail, as well as taxation due to tax appeals.

INVOICE AMOUNT \$ 10,795.69

PAYMENT AMOUNT REQUESTED \$ 10,795.69

VENDOR NAME/VENDOR NUMBER Pitney Bowes Purchase Power

REASON FOR AMENDMENT needs to be paid in order to keep mail machine running.

William R Taylor VP  
DEPARTMENT HEAD SIGNATURE

12/21/2011  
DATE

APPROVED:

Chad M. Bruner  
CHAD M. BRUNER

12/21/2011  
DATE

ADMINISTRATOR WILL SEND TO:

TREASURER (ORIGINAL) & CLERK OF THE BOARD (COPY)

TREASURER:

DATE OF CHECK ISSUED \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TREASURER WILL FORWARD COMPLETED COPIES TO:

1. PURCHASING (ACCOUNTS PAYABLE)
2. USING DEPARTMENT

**County of Gloucester Purchasing Department**

PO Box 337, Woodbury, NJ 08096  
 (856) 853-3420 • Fax (856) 853-8504

**PURCHASE ORDER**

THIS NUMBER MUST APPEAR ON ALL INVOICES,  
 PACKING LISTS, CORRESPONDENCE, ETC.

NO. 11-11836

ORDER DATE: 12/21/11  
 REQUISITION NO: R1-12286  
 DELIVERY DATE:  
 STATE CONTRACT:  
 ACCOUNT NUM:

Pg 1

**SHIP TO**

GLOUC. CO I.T DEPARTMENT  
 2 SOUTH BROAD STREET  
 WOODBURY, NJ 08096  
 ATTN: NICOLE

**VENDOR**

VENDOR #: PITNE050  
 PITNEY BOWES PURCHASE POWER  
 PO BOX 371874  
 PITTSBURGH, PA 15250-7874

SALES TAX ID # 21-6000660

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	account 8000-9090-0113-9877 postage by phone# 33860925 cust id#36933378204	1-01-20-140-001-20419 Postage	10,795.6900	10,795.69
	purchase power machine state#a75237 res passed 4/20/2011			
			TOTAL	10,795.69

CLAIMANT'S CERTIFICATION & DECLARATION	RECEIVER'S CERTIFICATION	APPROVAL TO PURCHASE
<p>I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.</p> <p><b>X</b></p> <p>VENDOR SIGN HERE _____ DATE _____</p> <p>TAX ID NO. OR SOCIAL SECURITY NO. _____ DATE _____</p>	<p>I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.</p> <p>DEPARTMENT HEAD _____ DATE _____</p>	<p><b>DO NOT ACCEPT THIS ORDER                  UNLESS IT IS SIGNED BELOW</b></p> <p>_____                  PURCHASING DIRECTOR</p>

MAIL VOUCHER WITH INVOICE TO THE "SHIP TO" ADDRESS

RECEIVING COPY