

NORTH LAKE TAHOE RESORT ASSOCIATION (NLTRA)

Employee Expense Report

Month/Yr December 2019
Employee Bavetta, Bonnie

POSTING DATE	DOC REF	VENDOR	RECEIPT OR INVOICE #	PURPOSE	PAID BY CC	OUT OF POCKET	BUDGET CODE
12.02.2019	A	Adobe Acrobat Pro	1115322599	Acrobat Pro subscription for DeWitt	14.99		8810-00/70
12.06.2019	B	River Ranch Lodge	85992	Holiday Party - All Staff	177.37		8200-00/60
12.06.2019	C	River Ranch Lodge	85986	Holiday Party - All Staff	99.12		8200-00/Alloc
12.06.2019	D	Rosie's Café	4174	Breakfast to mourn/honor Jason Neary	142.98		8200-00/70
12.10.2019	E	Crashplan Pro	70279598900	server backup monthly fee	9.99		5525-00/70
12.17.2019	F	Adobe Acrobat Pro	1122813492	Acrobat Pro subscription for Bonnie & Katie	33.98		8810-00/Alloc
12.23.2019	G	Constant Contact	254168965	Email toolkit plus	95.00		8810-00/70
12.13.2019	H	Uncorked	100000	Associate Relations - DeWitt birthday		25.00	8200-00/70
	I						
	J						
	K						
	L						
	M						
	N						
	O						
	P						
	Q						
	R						
	S						
	T						
	U						
	V						
	W						
	X						
	Y						
	Z						
TOTAL - CREDIT CARD EXPENSES							
TOTAL - EXPENSES TO BE REIMBURSED (OUT OF POCKET)							
MILEAGE REIMBURSEMENT							
Attach 1	Mileage	See Attached Mileage Report				0.00	8700-00-70
Mileage Reimbursed Through Payroll							
TOTAL - EXPENSES TO BE REIMBURSED (OUT OF POCKET)							
573.43							
25.00							

Signed By: B. Bavetta

Approved By: Cheryl Bach

Date: 1/10/20

Date: 1/31/20

ACCOUNTING			
DATE RECEIVED	DATE ENTERED	CFO APPROVAL	DATE SCANNED
WS 1/10/2010	MS 1/10	<u>B. Bavetta</u>	1/10/20



BANK OF THE WEST
BNP PARIBAS

BANKCARD CENTER
PO BOX 84043
COLUMBUS GA 31908-4043

MEMO STATEMENT

Account Number	XXXX-XXXX-0119-2321
Statement Date	DEC 28, 2019
Total Activity	\$573.43

**** MEMO STATEMENT ONLY ****
DO NOT REMIT PAYMENT

BONNIE L BAVETTA
N LAKE TAHOE RESORT
PO BOX 1757
TAHOE CITY CA 96145-1757

ACCOUNT SUMMARY

BONNIE L BAVETTA XXXX-XXXX-0119-2321	Purchases & Other Debits	+	Cash Advances	-	Credits	=	Total Activity
Account Total	\$573.43		\$0.00		\$0.00		\$573.43

ACCOUNT ACTIVITY

Posting Date	Transaction Date	Reference Number	Transaction Description	Amount
12-02	11-29	55310209333026759526725	ADOBE ACROPRO SUBS 8008336687 CA Tran: BL1115322599 Tax ID: 770019522 Mer Ref: BL1115322599 Mer Zip: 95110 Origin Zip: 95110 Dest Zip: 96145 Dest City: USA	14.99
12-06	12-03	25247809339000385004722	RIVER RANCH LODGE & RE TAHOE CITY CA Tran: 14426841 Tax ID: 833716490 Mer Zip: 96145	177.37
12-06	12-03	25247809339000385004730	RIVER RANCH LODGE & RE TAHOE CITY CA Tran: 30555893 Tax ID: 833716490 Mer Zip: 96145	99.12
12-06	12-05	55500809340200088200074	ROSIE'S CAFE TAHOE CITY CA Tax ID: 680190368 Mer Zip: 96145	142.98
12-10	12-09	25140619344062342278868	DRI*CRASHPLAN FOR SB MINNETONKA MN Tran: 6233135916 Tax ID: 411901640 Mer Zip: 55343	9.99
12-17	12-16	55310209350026806404791	ADOBE ACROPRO SUBS 8004438158 CA Tran: BL1122813492 Tax ID: 770019522 Mer Ref: BL1122813492 Mer Zip: 95110 Origin Zip: 95110 Dest Zip: 94043 Dest City: USA	33.98
12-23	12-22	75418239356085180271499	EIG*CONSTANTCONTACT.C 855-2295506 MA Tran: 1108743637509 Tax ID: 043285398 Mer Zip: 02451 Product Code: 100040 Desc: Constant Contact Qty: 1 Unit: EAC Unit Cost: 95 Disc: N Ext Item Amt: 95.00	95.00

A
B
C
D
E
F
G

For Customer Service, Call:	Account Number	Account Summary	
	XXXX-XXXX-0119-2321	Purchases & Other Charges	\$573.43
1-866-432-8161	Statement Date	Cash Advances	\$0.00
	DEC 28, 2019	Fees	\$0.00
	Credit Limit	Credits	\$0.00
	\$20,000	Payments	\$0.00
Send Billing Inquiries to: BANKCARD CENTER PO BOX 84043 COLUMBUS GA 31908-4043	Disputed Amount	Total Activity	\$573.43
	\$0.00		

IMPORTANT INFORMATION ABOUT THIS STATEMENT

Payments. You must pay at least the "Amount Due" by the "Payment Due Date." Charges, payments and credits received after the "Closing Date" will be included in your next statement. The letters "CR" following the "New Balance" amount indicate a credit balance - do not pay this amount. Payments must reach our BankCard Center during our regular business day in order to be credited on that date. Payments received after the cutoff times of 6:00 p.m. on a Friday (or Thursday if we are closed on Friday) or 4:00 p.m. on any other business day that we are open, or on a day we are not open, or at a branch open on Saturday, Sunday or bank holiday, are credited as of the following business day. Later cutoff times generally apply at branches with extended hours. Business days shall mean Monday through Friday, except for bank holidays. If you fail to properly make payments, crediting such payments may be delayed.

Order of Application. We will apply your payments first to any membership fee or other fees, next to any finance charge or late charge, next to any Cash Advances included in your "Previous Balance," then to Purchases in your "Previous Balances."

Unauthorized Use. In the event of possible loss, theft or unauthorized use, Company agrees to notify us immediately. Company may be liable for the unauthorized use of any Card issued under the Corporate Credit Card Agreement. If 10 or more cards are issued pursuant to the Corporate Credit Card Agreement, Company shall be strictly liable for any unauthorized use. If fewer than 10 Cards are issued pursuant to the Corporate Credit Card Agreement, Company will not be liable for unauthorized use of the Card which occurs after it notifies us orally at 1-866-432-8161, or in writing at BANKCARD CENTER, PO BOX 84043, COLUMBUS, GA 31908-4043 of loss, theft, or possible unauthorized use, and Company's liability for unauthorized use of the Card will not exceed \$50.00 per Card for use of a Card by anyone other than an Employee prior to notice to us. However, a Card in the possession and control of an Employee, even after his or her authority to use the Card has been revoked by Company, is not considered lost or stolen, and its use by such Employee is not unauthorized. Company must recover the Card from the Employee. Company agrees to assist us in determining the facts and circumstances relating to any unauthorized use of a Card.

INVOICE

Remit To:
Adobe Inc.
29322 Network Place
Chicago, IL 60673-1293

Wires To:
Bank: JPM Chase/ Acct#: 100081931
ABA: 021000021/ SWIFT: CHASUS33

Federal Tax ID 77-0019522

Reprint Page 1 of 1

Invoice Number: 1115322599

Invoice Date: NOV-28-19

Payment Terms: Credit Card

Due Date: DEC-05-19

Purchase Order: C5011713566

Contract No 00004490

Order Number: 5011713566

Order Date: DEC-29-16

Customer No.: 1452233

Bill to No. 542191345

Adobe Contact Information:

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

Bill To:

Bonnie Bavetta
100 N Lake Blvd
Tahoe City CA 96145

Line No	Material No / Description	UOM	Unit Price	Qty	Extended Price
000010	65232730 Acrobat Pro Subs CC ALL MLP DSP Ret Inv 01 mnth MUN 1 YR	EA	14.99	1	14.99
North America		Invoice Totals			
		S & H	Sales Tax	Currency	Qty Shipped Invoice Total
		0.00	0.00	USD	1 14.99

Comments:

A

Holiday Party
 Amber, Sarah, Liz, DeWitt, Greg
 Anna, Rob, Kym, Ed, Chris
 Bonnie, Katie, Diane

River Ranch Lodge
 2285 River Road
 Tahoe City, Ca
 United States, 96145
 Tel: 530-583-4264

Printed December 3, 2019 at 4:28 PM

Order ID: 85992

Type: Authorize

Date/Time: 12/3/19 4:28 PM

Server: Kira

Card Number: XXXXXXXXXXXXX2321

Account Type: MasterCard

Auth #: 040990

Ref #: 1891641679

APPROVED - THANK YOU

Subtotal: \$177.37

Tip: _____

Total: _____

8200.00/60

Tip Guide:

18%=\$31.93 20%=\$35.47 22%=\$39.02

Important - retain this copy for your records

*** CUSTOMER COPY ***

River Ranch Lodge

2285 River Road
 Tahoe City, Ca
 United States, 96145
 Tel: 530-583-4264

Printed December 3, 2019 at 4:24 PM

December 3, 2019 at 4:24 PM

Order #:

85992

Table: B3, 2 guests

Server: Kira

Sales Tax (7.25%) #: 94-
 1684544

2 x ** Artesa Chardonnay	\$24.00
4 x ** HH White Wine	\$16.00
6 x ** HH Draft	\$24.00
3 x Alluvium Pilsner	\$18.00
2 x ** Balletto Sauv Blanc	\$24.00
HH Nacho	\$8.00
Well Vodka	\$6.83
\$10.00 - \$3.17: Happy Hour Well	
+ \$2.00: Cosmo	
** HH Draft	\$4.00
Hot - Our Father	\$15.00
Draft Drakes 1800	\$6.00
** HH Draft	\$4.00

Beer Total	\$56.00
Food Total	\$8.00
Wine Glass Total	\$64.00
Liquor Total	\$21.83
Discount Total	\$1.17

Sub Total	\$149.83
Gratuity (18%)	\$27.54

Total \$177.37

Sales Tax (7.25%) Included in Total \$10.11

Thank you for choosing the River Ranch

Tip Guide:

18%=\$25.15 20%=\$27.94 22%=\$30.73

(B)

*Holiday Party
Amber, Sarah, Liz, DeWitt
Greg, Anna, Rob, Kym, Ed, Chris,
Bonnie, Katie, Diane*

River Ranch Lodge
2285 River Road
Tahoe City, Ca
United States, 96145
Tel: 530-583-4264

Printed December 3, 2019 at 4:28 PM

Order ID: 85986

Type: Authorize

Date/Time: 12/3/19 4:28 PM

Server: Kira

Card Number: XXXXXXXXXXXXX2321

Account Type: MasterCard

Auth #: 064813

Ref #: 1891642288

APPROVED - THANK YOU

Subtotal: \$99.12

Tip: _____

Total: _____

Tip Guide:

18%=\$17.84 20%=\$19.82 22%=\$21.81

Important - retain this copy for your records

*** CUSTOMER COPY ***

8200.00/ 11 438.08
30 22.96
42 7.61
70 30.47
BLB

River Ranch Lodge
2285 River Road
Tahoe City, Ca
United States, 96145
Tel: 530-583-4264

Printed December 3, 2019 at 4:24 PM

December 3, 2019 at 4:24 PM

Order #: 85986

Table: B4, 14 guests

Server: Kira

Sales Tax (7.25%) #: 94-1684544

2 x HH Special	\$18.00
HH Taco	\$10.00
2 x HH Brussels & Shishitos	\$14.00
2 x HH Drummets	\$16.00
HH Nacho	\$8.00
HH Poutine	\$7.00
HH Nacho	\$11.00
+ \$3.00: Add guac	

Food Total \$84.00

Sub Total \$84.00
Gratuity (18%) \$15.12

Total \$99.12

Sales Tax (7.25%) Included in Total \$5.68

Thank you for choosing the River Ranch!

Tip Guide:

18%=\$14.10 20%=\$15.66 22%=\$17.23

(C)

Greg, Andy, Anna, Katie, Liz, Greg
Sarah. Bonnie

Bkfst to
mourn ^{1/2} honor
Jason Reamy

Rosies Cafe
A Tahoe Tradition
571 N. Lake Blvd
Tahoe City Ca. 96145
(530)583-8504

Server: Renee
10:01 AM
Table 117/1

DOB: 12/05/2019
12/05/2019
3/30003

SALE

M/C 3145730
Card #XXXXXXXXXXXX2321
Magnetic card present: BAVETTA BONNIE
Card Entry Method: S

Approval: 004174

Amount: \$ 130.98

+ Tip: 24

= Total: 154.98

8200.00/70 BB

I agree to pay the above
total amount according to the
card issuer agreement.

X

Have a Great Day!
tahoemyers@gmail.com

Guest Copy

Thank(s)! 117
Renee !!

Rosies Cafe
A Tahoe Tradition
571 N. Lake Blvd
Tahoe City Ca. 96145
(530)583-8504

Server: Renee
Table 117/1
Guests: 8
Reprint #: 1

12/05/2019
9:35 AM
30003

Coffee (6 @2.95)	17.70
Eggs Benecado (2 @14.49)	28.98
Green Eggs & Ham	13.99
Side of Oatmeal	5.99
Veggie Scrambled	13.99
Biscuits, Gravy & Eggs	13.49
Breakfast Sandwich	13.49
Create your own Omelet	11.50
\$CHEDDER	1.00
\$BACON	2.00

Subtotal	122.13
Tax	8.85

Total	130.98
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Balance Due	130.98
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Have a Great Day!
tahoemyers@gmail.com

(D)

Invoice

Order Date: 12/9/2019

Order Number: 70279598900

Billing Address:

Bonnie Bavetta

North Lake Tahoe Resort

Association

100 N Lake Blvd

Tahoe City, CA 96145

US

Qty Product Name		Price Extended Price	
1	CrashPlan for Small Business Unlimited Per PC Monthly	\$9.99	\$9.99
		Sub-Total	\$9.99
		Tax	\$0.00
		Total	\$9.99

Digital River, Inc. is the authorized reseller and merchant of the products and services offered within this store.



CRASHPLAN

For Small Business

CrashPlan offers the most comprehensive online backup solution to hundreds of thousands of consumers and tens of thousands of businesses around the world. Our highly secure, automatic and continuous service provides our customers the peace of mind that their digital life is protected and easily accessible.

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Reprint Page 1 of 1

Invoice Number: 1122813492

Invoice Date: DEC-15-19

Payment Terms: Credit Card

Due Date: DEC-22-19

Purchase Order: ADB067740022

Contract No 00004490

Order Number: 7001287628

Order Date: JUL-15-19

Customer No.: 1452233

Bill to No. 1200696926

Adobe Contact Information:
<https://helpx.adobe.com/contact.html>

Line No	Material No / Description	UOM	Unit Price	Qty	Extended Price	
000010	65265375	EA	16.99	2	33.98	
	Acrobat Pro Subs CC ALL MLP DSP Ret Inv 01 mnth MUN TEAM					
North America		Invoice Totals				
		S & H	Sales Tax	Currency	Qty Shipped	Invoice Total
		0.00	0.00	USD	2	33.98

Comments:

F

[Print](#)**Billing Activity - Invoices***N Lake Tahoe Resort Assoc**Attn: Bonnie Bavetta**PO Box 1757**Tahoe City CA 96145**US**P: 5305818726***Today's Date:** 01/07/2020**User Name:** nltra1**Invoices from 12/08/2019 to 01/07/2020**

Date	Description	Charge Amount	Credit Amount
12/27/2019	Invoice #254168965		\$95.00
	Constant Contact Toolkit - Email Plus		
	Contacts		
	2,501 - 5,000 Contacts		
	Maximum Number of Contacts This Billing Period:	\$95.00	
	3126		
	Period from 12/27/2019 to 01/26/2020		

Billing questions? [Contact Support](#)

Constant Contact - 1601 Trapelo Road - Waltham, MA 02451 US

*Dewitt Bday
Gift Card*

UNCORKED TAHOE CITY

475 NORTH LAKE BLVD 151
TAHOE CITY, CA 96145
5305811106

Transaction 100000

Total	\$25.00
DEBIT CARD AUTH	\$25.00
Tip	_____
Total	_____

Retain this copy for statement
validation

*8200.00/70
BUB*

13-Dec-2019 1:41:37P
\$25.00 | Method: EMV
US DEBIT XXXXXXXXXXXX7465
BONNIE LYNN BAVETTA
Ref #: 934700529420
Auth #: 154619
MID: *****2888
AID: A0000000980840
AthNtwkNm: VISA
RtInd: CREDIT
SIGNATURE VERIFIED

UNCORKED TAHOE CITY

475 NORTH LAKE BLVD 151
TAHOE CITY
CA 96145
5305811106

13-Dec-2019 13:41:56PM

\$25.00

Gift card

617617 XXXXXX 4675

(H)