

Processed 6-23-15

Acct# 26049

Inv # 15120

**CITY OF KELSO**

**Request for Miscellaneous Billing**

Originating Department: Finance Dept

Date: 6-22-15

Requested by: Brian Butterfield

**Explanation/Description of Billing:**

Monthly rent @ 501 S. 1st Ave, Room 111 (Train Station)

For: 6-21/7-20-15

Rent: 538.50 105 15 362 5000

Leasehold: — 105 23 700

Total 538.50

Bill To: Cowlitz Transit Authority Amount: \$ 538.50

Address: 254 Oregon Way  
Longview, WA 98632

Budget Account #(s) for Receipt of Payment: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved by: Brian Butterfield (Department Head)

Info

**For Finance Department Use**

105 12 250

105 11 110

G/L Account Assignments: \_\_\_\_\_ (Accountant Initials)

Debit Account #(s) \_\_\_\_\_ Credit Account #(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Entered to A/R \_\_\_\_\_

By: \_\_\_\_\_

Invoice Number \_\_\_\_\_

Budgetary Accounting Posting Batch Number: \_\_\_\_\_

Note/Comments: No leasehold - Governmental entity