

CITY OF KELSO

Acct# 26049
Inv # 16243

Request for Miscellaneous Billing

Originating Department: Finance Dept

Date: 11-20-16

Requested by: Brian Butterfield

Explanation/Description of Billing:

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

For: Nov 21 - Dec 20, 2016

Rent: 565.76

105 15 362 5000

Total

Bill To: Cowlitz Transit Authority Amount: \$ 565.76
Address: 254 Oregon Way
Longview, WA 98632

Budget Account #(s) for Receipt of Payment:

Approved by: Brian Butterfield (Department Head)

Ints

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

11/22/16

By:

YW

Invoice Number

16243

Budgetary Accounting Posting Batch Number:

Note/Comments: