

# Head Start

## Financial Report for the month of November 2024

(October 2024 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>12 month program ending 11-30-2024</i>							
Personnel	\$2,259,638.00	\$149,517.13	\$1,927,009.34	\$332,628.66	\$188,303.17	\$2,071,334.83	\$144,325.49
Fringe Benefits	\$559,846.00	\$37,922.12	\$445,107.38	\$114,738.62	\$46,653.83	\$513,192.17	\$68,084.79
Travel (4120)	\$10,000.00	\$3,334.27	\$14,198.38	(\$4,198.38)	\$833.33	\$9,166.67	(\$5,031.71)
Equipment	\$48,000.00	\$0.00	\$47,138.50	\$861.50	\$4,000.00	\$44,000.00	(\$3,138.50)
Supplies	\$245,000.00	\$16,315.42	\$151,782.50	\$93,217.50	\$20,416.67	\$224,583.33	\$72,800.83
Contractual	\$291,066.00	\$144,038.00	\$291,066.00	\$0.00	\$24,255.50	\$266,810.50	(\$24,255.50)
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$30,381.00	\$1,890.00	\$11,771.87	\$18,609.13	\$2,531.75	\$27,849.25	\$16,077.38
Other (4122)	\$1,049,075.00	\$83,787.33	\$988,991.07	\$60,083.93	\$87,422.92	\$961,652.08	(\$27,338.99)
<b>Total</b>	<b>\$4,493,006.00</b>	<b>\$436,804.27</b>	<b>\$3,877,065.04</b>	<b>\$615,940.96</b>	<b>\$374,417.17</b>	<b>\$4,118,588.83</b>	<b>\$241,523.79</b>
T&TA	\$40,381.00	\$5,224.27	\$25,970.25	\$14,410.75	\$3,365.08	\$37,015.92	\$11,045.67
<b>Total</b>							
USDA Reimbursements through September 2024							\$96,326.56
Estimated USDA Reimbursement for October 2024							\$17,303.41
							<u>\$355,153.76</u>
							Resulting (over)/under with USDA

\* Total Over/Under without USDA

Accruals: \$4.00  
 Actual year end payroll accrual \$95,000.00

<b>Further Analysis</b>	
Number of children	465
Number of classrooms	26

	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
Per Classroom	\$172,807.92	\$16,800.16	\$149,117.89	\$14,400.66	\$158,407.26	\$9,289.38
Per Child	\$9,662.38	\$939.36	\$8,337.77	\$805.20	\$8,857.18	\$519.41

IN-KIND (Non-Federal Share)				
	Needed	This month	Total	Still need
	\$1,133,347.00	\$151,153.81	\$1,400,224.02	(\$266,877.02)

# Early Head Start

## Financial Report for the month of November 2024

(October 2024 Expenditures)

<u>Funding Source</u>	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Balance</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
<i>12 month program ending 11-30-2024</i>							
Personnel	\$150,316.00	\$9,106.98	\$122,837.12	\$27,478.88	\$12,526.33	\$137,789.67	\$14,952.55
Fringe Benefits	\$37,191.00	\$2,432.56	\$24,484.47	\$12,706.53	\$3,099.25	\$34,091.75	\$9,607.28
Travel (4120)	\$2,190.00	\$216.46	\$1,584.68	\$605.32	\$182.50	\$2,007.50	\$422.82
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$15,250.00	\$479.38	\$5,400.78	\$9,849.22	\$1,270.83	\$13,979.17	\$8,578.39
Contractual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Facilities / Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other (4120)	\$3,067.00	\$822.50	\$2,212.75	\$854.25	\$255.58	\$2,811.42	\$598.67
Other (4122)	\$55,997.00	\$2,232.92	\$36,995.10	\$19,001.90	\$4,666.42	\$51,330.58	\$14,335.48
<b>Total</b>	<b>\$264,011.00</b>	<b>\$15,290.80</b>	<b>\$193,514.90</b>	<b>\$70,496.10</b>	<b>\$22,000.92</b>	<b>\$242,010.08</b>	<b>\$48,495.18</b>
T&TA	\$5,257.00	\$1,038.96	\$3,797.43	\$1,459.57	\$438.08	\$4,818.92	\$1,021.49
<b>Total</b>							
USDA Reimbursements through September 2024							\$14,883.84
Estimated USDA Reimbursement for October 2024							\$2,559.27
							<u>\$65,938.29</u>
							Resulting (over)/under with USDA

\* Total Over/Under without USDA

### Accruals:

Actual year end payroll accrual \$5,900.00

<b>Further Analysis</b>	
Number of children	16
Number of classrooms	2

	<u>Amount Funded</u>	<u>Expenditures</u>	<u>Total To Date</u>	<u>Monthly Budget</u>	<u>YTD Budget</u>	<u>(Over)/Under</u>
Per Classroom	\$132,005.50	\$7,645.40	\$96,757.45	\$11,000.46	\$121,005.04	\$24,247.59
Per Child	\$16,500.69	\$955.68	\$12,094.68	\$1,375.06	\$15,125.63	\$3,030.95

<b>IN-KIND (Non-Federal Share)</b>				
	<u>Needed</u>	<u>This month</u>	<u>Total</u>	<u>Still need</u>
	\$67,318.00	\$2,025.49	\$20,139.61	\$47,178.39

# HEAD START and EARLY HEAD START NUTRITION PROGRAM

November 2024 Financial Report

For the month of October 2024

## CACFP

		<u>Expenditures</u>	<u>Total To Date</u>
Operating Labor	\$	5,247.04	5,247.04
Administrative Labor		586.54	586.54
Food		8,882.07	8,882.07
Supplies & Equipment		259.83	259.83
Purchased Services		-	0.00
Financial Costs		-	0.00
Media Costs		-	0.00
Operating Org Cost		625.00	625.00
Other		-	0.00
Total	\$	15,600.48	\$ 15,600.48

TDHS REVENUE 20,573.68 20,573.68  
(Income Starts October 2024)

**Community Services of Northeast Texas, Inc.**

*Credit Usage Report*

**Board Report -November 2024**

Sam's Club

Purchases for October 2024		715.16
Payment due by 10/28/2024	Pd on 10/22/2024	<u>(715.16)</u>
Balance		-

American Express

Purchases for September 2024		8,539.30
Payment due by ---	Pd on 10/09/2024	<u>(8,539.30)</u>
Balance		-

American Express

Purchases for September 2024 & October 2024		5,594.69
Payment due by ---	Pd on 10/30/2024	<u>(5,594.69)</u>
Balance		-

Texana Bank Line of Credit

Program		
Highest October 2024 Balance	-	
Current balance	-	
Exp pay off date		

Local Admin In House Line of Credit

Program	CSBG A	VSN
Highest October 2024 Balance	12,007.54	19,319.00
Current balance	12,007.54	19,319.00
Exp pay off date		

CSNT Line of Credit

Program	
Highest October 2024 Balance	-
Current balance	-
Exp pay off date	



# Corporate Purchasing Cardmember Report

Sign-up For  
Online Statements

[www.americanexpress.com/gopaperless](http://www.americanexpress.com/gopaperless)

Prepared For  
MICHELLE MOREHEAD  
CSNT INC

Account Number  
XXXX-XXXX-XXXX-XXXX

Closing Date  
09/28/24

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$	Do Not Pay
4,556.19	8,006.21	103.71	0.00	1,087.76	11,578.35	For important information regarding your account refer to page 2.

*\$7022.16 pay*

Your account is past due, please contact your program administrator.

For assistance or questions about your account, contact us at [www.americanexpress.com/checkyourbill](http://www.americanexpress.com/checkyourbill) or call Customer Service at 1-800-492-4920.

Do not staple or use paper clips  
**Payment Coupon**

MICHELLE MOREHEAD  
CSNT INC  
304 E HOUSTON ST  
LINDEN TX 75563-5600

Account Number [REDACTED]

Enter 15 digit account number on all payments.

See reverse side for instructions on how to update your address, phone number, or email.

**Payments:** The American Express® Corporate Purchasing Card statement is payable in full by your Company upon receipt. Payments received after 5:00pm may not be credited until the next day. Payments must be made in US currency, with a single draft or check drawn on a US bank and payable in US dollars or with a single negotiable instrument payable in US dollars and clearable through the US banking system, or through an electronic payment method clearable through the US banking system. The Account number must be included on or with all payments. If payment does not conform to these requirements, crediting may be delayed and additional Charges may be imposed. If we accept payment made in a foreign currency, we will choose a conversion rate that is acceptable to us to convert remittance into US currency, unless a particular rate is required by law. Please do not send post-dated checks. They will be deposited upon receipt. Our acceptance of any payment marked with a restrictive legend will not operate as an accord and satisfaction without our express prior written approval.

**Authorization for Electronic Debit:** We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number and check serial number to the financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, Company authorizes us to initiate an electronic debit from its bank or asset account. When we process a check electronically, payment may be debited to the bank or asset account as soon as the same day we receive the check, and that cancelled check will not be received with that bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Purchasing Card, please note that you are eligible to pay your bill online.

**Authorization for Electronic Payments:** By using Pay By Computer, Pay By Phone or any other electronic payment service of ours, you will be authorizing us to initiate an electronic debit to the financial account you specify in the amount you request. Payments received after 5:00pm may not be credited until the next day.

**Transactions Made in Foreign Currencies:** If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, **in each instance increased by 2.5%**. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

**In Case of Errors or Questions About Your Bill:** If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-492-4920 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. If you have a dispute concerning goods and services purchased with the Corporate Purchasing Card, you should contact the merchant directly. If you are unable to obtain resolution, please contact us at 1-800-492-4920.

**When Contacting Us Regarding Errors or Questions:** We must hear from you no later than 60 days after we send you the first bill on which the error or problem appeared. When contacting us, please give us the following information: 1. Your name and account number; 2. The dollar amount of the suspected error; 3. Describe why you believe there is an error. If you need more information, describe the item you are unsure about.

**Note:** Your corporation, firm or organization may have its own policy or customized program, which takes precedence over any provision stated above.



**Manage your Card account online at:**  
[americanexpress.com/checkyourbill](http://americanexpress.com/checkyourbill)



**For all further inquiries,** please call the number on the back of your Card.

**If your Card has been lost or stolen,** please call 1-800-492-4920.

**International Collect:**  
1-336-393-1111

**Hearing Impaired Services:**  
Dial Relay 711 and  
1-800-492-4920

**Large Print and Braille Statements:**  
1-800-492-4920



**Customer Service**  
P.O. Box 53611  
Phoenix, AZ  
85072-3611

### Change of Address, phone number, email

- Online at [www.americanexpress.com/updatecontactinfo](http://www.americanexpress.com/updatecontactinfo)
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

**Please do not add any written communication or address change on this stub.**



Prepared For  
MICHELLE MOREHEAD  
CSNT INC

Account Number  
[REDACTED]

Closing Date  
09/28/24

**Activity** Date reflects either transaction or posting date

Card Number	Reference Code	Amount \$
09/26/24 CLDTKN AMZN MKTP US*JJ71V2X AMZN.COM/BILL W HAMJ6JDEY 113-2578275-7310698109 09/26/24 ROC NUMBER HAMJ6JDEY6ZC		23.97
09/26/24 CLDTKN AMZN MKTP US*LO6JZ2V AMZN.COM/BILL W 66RJEWMOU 113-1452011-7267498109 09/26/24 ROC NUMBER 66RJEWMOUWKL		2,537.99
09/26/24 CLDTKN AMZN MKTP US*M91S341 AMZN.COM/BILL W 4QAGMZPWD 113-3511305-5854698109 09/26/24 ROC NUMBER 4QAGMZPWDAXP		2,519.91
09/26/24 CLDTKN AMZN MKTP US*RW7Y96U AMZN.COM/BILL W 6LBYGZ1KT 113-7981772-9581098109 09/26/24 ROC NUMBER 6LBYGZ1KT18X		175.99
09/21/24 CC MORTGAGE-APPR 000 CLEVELAND OH REF# 55200087 440-262-3539 09/20/24 PROFESSIONAL SEVICE ROC NUMBER 55200087	55200087000	550.00
09/24/24 HILTON GARDEN INN AU AUSTIN TX FOL# 138876 HILTON GARDEN 09/24/24 ARRIVAL DATE DEPARTURE DATE 08/19/24 08/21/24 00 ROC NUMBER 138876	61383604700	-351.77 Credit
09/24/24 HILTON GARDEN INN AU AUSTIN TX FOL# 138877 HILTON GARDEN 09/24/24 ARRIVAL DATE DEPARTURE DATE 08/19/24 08/21/24 00 ROC NUMBER 138877	61383604800	-351.77 Credit
09/24/24 HILTON GARDEN INN AU AUSTIN TX FOL# 138878 HILTON GARDEN 09/24/24 ARRIVAL DATE DEPARTURE DATE 08/19/24 08/21/24 00 ROC NUMBER 138878	61383604900	-351.77 Credit
09/25/24 PAR*TACOS 4 LIFE - T TEXARKANA TX REF# 999999942695 8702458599 09/24/24 FAST FOOD REST. ROC NUMBER 9999999426950007	99999994269	610.35
09/25/24 PAR*TACOS 4 LIFE - T TEXARKANA TX REF# 999999942695 8702458599 09/24/24 FAST FOOD REST. ROC NUMBER 9999999426950007	99999994269	-32.45 Credit
08/29/24 RUBBERCYCLE, LLC 732-363-0600 NJ REF# 211051742420 MAKES AND SE 08/28/24	21105174242	674.00
08/29/24 RUBBERCYCLE, LLC 732-363-0600 NJ REF# 211051742420 MAKES AND SE 08/28/24	21105174242	674.00
09/03/24 STARLINK INTERNET HAWTHORNE CA REF# #####Tvd5Ze COMPUTER NETWOR 09/03/24		120.00
09/14/24 WIPFLI LLP WIPFLI LL MADISON WI REF# 321739242579 CIVIC & SOCIAL 09/12/24	32173924257	120.00
09/28/24 DELINQUENCY CHARGE ON 3,468.43		103.71

**Total for MICHELLE MOREHEAD**

New Charges/Other Debits 8,109.92  
Payments/Other Credits -1,087.76



# Corporate Purchasing Cardmember Report

Sign-up For  
Online Statements

[www.americanexpress.com/gopaperless](http://www.americanexpress.com/gopaperless)

Prepared For  
BERNARD YANCEY  
CSNT INC

Account Number  
XXXX-XXXX-XXXX-XXXX  
Closing Date  
09/28/24

Page 1 of 3

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$	Do Not Pay
1,479.82	1,472.89	44.25	0.00	0.00	2,996.96	For important information regarding your account refer to page 2.

*\$1517.14 pay*

**Your account is past due, please contact your program administrator.**

For assistance or questions about your account, contact us at [www.americanexpress.com/checkyourbill](http://www.americanexpress.com/checkyourbill) or call Customer Service at 1-800-492-4920.

Do not staple or use paper clips  
**Payment Coupon**

BERNARD YANCEY  
CSNT INC  
POB 427  
LINDEN TX 75563

Account Number [REDACTED]

Enter 15 digit account number on all payments.

See reverse side for instructions on how to update your address, phone number, or email.



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**Authorization for Electronic Debit:** We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number and check serial number to the financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, Company authorizes us to initiate an electronic debit from its bank or asset account. When we process a check electronically, payment may be debited to the bank or asset account as soon as the same day we receive the check, and that cancelled check will not be received with that bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Purchasing Card, please note that you are eligible to pay your bill online.

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**Transactions Made in Foreign Currencies:** If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, **in each instance increased by 2.5%**. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

**In Case of Errors or Questions About Your Bill:** If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-492-4920 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. If you have a dispute concerning goods and services purchased with the Corporate Purchasing Card, you should contact the merchant directly. If you are unable to obtain resolution, please contact us at 1-800-492-4920.

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**For all further inquiries,**  
please call the number on the back of your Card.

**If your Card has been lost or stolen,** please call 1-800-492-4920.

**International Collect:**  
1-336-393-1111

**Hearing Impaired Services:**  
Dial Relay 711 and  
1-800-492-4920

**Large Print and Braille Statements:**  
1-800-492-4920



**Customer Service**  
P.O. Box 53611  
Phoenix, AZ  
85072-3611

### Change of Address, phone number, email

- Online at [www.americanexpress.com/updatecontactinfo](http://www.americanexpress.com/updatecontactinfo)
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

**Please do not add any written communication or address change on this stub.**



Prepared For  
**BERNARD YANCEY**  
 CSNT INC

Account Number  
 XXXX-XXXX [REDACTED]

Closing Date  
 09/28/24

**Activity**

Date reflects either transaction or posting date

Card Number	XXXX-XXXX [REDACTED]	Reference Code	Amount \$
09/13/24	American Airlines FT WORTH TX TKT# 0012175990858 AMERICAN AIR 09/13/24 PASSENGER TICKET YANCEY II/BERNARD American Airlines American Airlines FT WORTH TX FROM DALLAS/FT WORTH TX TO CARRIER CLASS WASHINGTON NATL D AA S TO DALLAS/FT WORTH TX AA Q TO UNAVAILABLE YY 00 TO UNAVAILABLE YY 00	20240913000	580.94
09/13/24	ALLIANZ TRAVEL INS RICHMOND VA REF# KR96BNRY 8006285404 09/13/24		31.95
09/13/24	COMMUNITY ACTION PAR WASHINGTON DC REF# 59326418 202-265-7546 09/12/24 TRANSACTION ROC NUMBER 59326418	59326418000	595.00
09/11/24	WIPFLI LLP WIPFLI LL MADISON WI REF# 321739242549 CIVIC & SOCIAL 09/09/24	32173924254	265.00
09/28/24	DELINQUENCY CHARGE ON 1,479.82		44.25
<b>Total for BERNARD YANCEY</b>		New Charges/Other Debits Payments/Other Credits	1,517.14 0.00

**Corporate Purchasing Cardmember Report****Sign-up For  
Online Statements**[www.americanexpress.com/gopaperless](http://www.americanexpress.com/gopaperless)Prepared For  
**MICHELLE MOREHEAD  
CSNT INC**

Account Number

Closing Date  
**10/28/24**

Page 1 of 4

Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	<b>Balance Due \$</b>	<b>Do Not Pay</b>
11,578.35	5,594.69	0.00	11,578.35	0.00	<b>5,594.69</b>	For important information regarding your account refer to page 2.

For your records only - do not pay.

For assistance or questions about your account, contact us at [www.americanexpress.com/checkyourbill](http://www.americanexpress.com/checkyourbill) or call Customer Service at **1-800-492-4920**.Do not staple or use paper clips  
**Payment Coupon****MICHELLE MOREHEAD  
CSNT INC  
304 E HOUSTON ST  
LINDEN TX 75563-5600**

Account Number

Enter 15 digit account  
number on all payments.See reverse side for instructions  
on how to update your address,  
phone number, or email.

**Payments:** The American Express® Corporate Purchasing Card statement is payable in full by your Company upon receipt. Payments received after 5:00pm may not be credited until the next day. Payments must be made in US currency, with a single draft or check drawn on a US bank and payable in US dollars or with a single negotiable instrument payable in US dollars and clearable through the US banking system, or through an electronic payment method clearable through the US banking system. The Account number must be included on or with all payments. If payment does not conform to these requirements, crediting may be delayed and additional Charges may be imposed. If we accept payment made in a foreign currency, we will choose a conversion rate that is acceptable to us to convert remittance into US currency, unless a particular rate is required by law. Please do not send post-dated checks. They will be deposited upon receipt. Our acceptance of any payment marked with a restrictive legend will not operate as an accord and satisfaction without our express prior written approval.

**Authorization for Electronic Debit:** We will process checks electronically, at first presentment and any re-presentments, by transmitting the amount of the check, routing number, account number and check serial number to the financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, Company authorizes us to initiate an electronic debit from its bank or asset account. When we process a check electronically, payment may be debited to the bank or asset account as soon as the same day we receive the check, and that cancelled check will not be received with that bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Purchasing Card, please note that you are eligible to pay your bill online.

**Authorization for Electronic Payments:** By using Pay By Computer, Pay By Phone or any other electronic payment service of ours, you will be authorizing us to initiate an electronic debit to the financial account you specify in the amount you request. Payments received after 5:00pm may not be credited until the next day.

**Transactions Made in Foreign Currencies:** If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, **in each instance increased by 2.5%**. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

**In Case of Errors or Questions About Your Bill:** If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-492-4920 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. If you have a dispute concerning goods and services purchased with the Corporate Purchasing Card, you should contact the merchant directly. If you are unable to obtain resolution, please contact us at 1-800-492-4920.

**When Contacting Us Regarding Errors or Questions:** We must hear from you no later than 60 days after we send you the first bill on which the error or problem appeared. When contacting us, please give us the following information: 1. Your name and account number; 2. The dollar amount of the suspected error; 3. Describe why you believe there is an error. If you need more information, describe the item you are unsure about.

**Note:** Your corporation, firm or organization may have its own policy or customized program, which takes precedence over any provision stated above.



**Manage your Card  
account online at:**  
[americanexpress.com/  
checkyourbill](http://americanexpress.com/checkyourbill)



**For all further  
inquiries,**  
please call the number  
on the back of your  
Card.

**If your Card has been  
lost or stolen,** please  
call 1-800-492-4920.

**International Collect:**  
1-336-393-1111

**Hearing Impaired  
Services:**  
Dial Relay 711 and  
1-800-492-4920

**Large Print and Braille  
Statements:**  
1-800-492-4920



**Customer Service**  
P.O. Box 53611  
Phoenix, AZ  
85072-3611

#### Change of Address, phone number, email

- Online at [www.americanexpress.com/updatecontactinfo](http://www.americanexpress.com/updatecontactinfo)
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

**Please do not add any written communication or address change on this stub.**



Prepared For  
MICHELLE MOREHEAD  
CSNT INC

Account Number  
[REDACTED]

Closing Date  
10/28/24

**Activity**

Date reflects either transaction or posting date

			Reference Code	Amount \$
10/01/24	CORPORATE REMITTANCE RECEIVED	10/01	0540900000	-4,556.19
10/16/24	CORPORATE REMITTANCE RECEIVED	10/16	0540900000	-7,022.16
10/24/24	CLDTKN AMAZON MKTPL*XI3J52Q AMZN.COM/BILL W 29WI16UGI 113-8728008-9256298109 10/22/24 ROC NUMBER 29WI16UGIP0A			19.94
09/30/24	CLDTKN AMAZON.COM*9N7RV72O3 AMZN.COM/BILL W 1H78ZT5WZ 113-6025103-1241098109 09/28/24 ROC NUMBER 1H78ZT5WZ95A			131.97
10/05/24	CAMBRIA HOTEL AUSTIN AUSTIN TX FOL# 63739037 LODGING 10/04/24 ARRIVAL DATE DEPARTURE DATE 10/03/24 10/04/24 00 ROC NUMBER 63739037		63739037000	628.29
10/05/24	CAMBRIA HOTEL AUSTIN AUSTIN TX FOL# 63739082 LODGING 10/04/24 ARRIVAL DATE DEPARTURE DATE 10/03/24 10/04/24 00 ROC NUMBER 63739082		63739082000	628.29
09/29/24	DOCUSIGN INC. WILMINGTON DE REF# P-28523034 DIGITAL GOODS: 09/29/24			511.68
10/18/24	DOUBLETREE RICHARDSO RICHARDSON TX FOL# 681517 DOUBLETREE HO 10/18/24 ARRIVAL DATE DEPARTURE DATE 10/14/24 10/17/24 00 ROC NUMBER 681517		90121703200	403.41
10/18/24	DOUBLETREE RICHARDSO RICHARDSON TX FOL# 681516 DOUBLETREE HO 10/18/24 ARRIVAL DATE DEPARTURE DATE 10/14/24 10/17/24 00 ROC NUMBER 681516		90121717000	403.41
10/02/24	HAMPTON INN AND SUIT DECATUR TX FOL# 92347612 HAMPTON INNS 10/02/24 ARRIVAL DATE DEPARTURE DATE 09/30/24 10/01/24 00 ROC NUMBER 92347612		92976000500	122.71
10/02/24	HAMPTON INN AND SUIT DECATUR TX FOL# 92347612 HAMPTON INNS 10/02/24 ARRIVAL DATE DEPARTURE DATE 09/30/24 10/01/24 00 ROC NUMBER 92347612		92976000600	122.71
10/02/24	HAMPTON INN AND SUIT DECATUR TX FOL# 92347612 HAMPTON INNS 10/02/24 ARRIVAL DATE DEPARTURE DATE 09/30/24 10/01/24 00 ROC NUMBER 92347612		92976001400	122.71
10/02/24	HAMPTON INN AND SUIT DECATUR TX FOL# 92347612 HAMPTON INNS 10/02/24 ARRIVAL DATE DEPARTURE DATE 09/30/24 10/01/24 00 ROC NUMBER 92347612		92976002000	122.71
10/10/24	HAMPTON INN HAMPTON DALLAS TX FOL# 53134990 HAMPTON INNS 10/10/24 ARRIVAL DATE DEPARTURE DATE 10/07/24 10/09/24 00 ROC NUMBER 53134990		77637300800	329.38

Continued on reverse

Prepared For  
MICHELLE MOREHEAD  
CSNT INC

Account Number  
[REDACTED]

<b>Activity Continued</b>		Reference Code	Amount \$
10/10/24	HAMPTON INN HAMPTON DALLAS TX FOL# 53137512 HAMPTON INNS 10/10/24 ARRIVAL DATE DEPARTURE DATE 10/07/24 10/09/24 00 ROC NUMBER 53137512	77637302200	329.38
10/23/24	PY *GHEKO DESIGNS ATLANTA TX REF# 710944742962 903-733-6727 10/22/24 6717C1357FB3979780407B4 6717C1358541C7FE88FAD21 6717C1358ABB03E289C7596 6717C1358F88AE09041C2FF ROC NUMBER 7109447429621220	71094474296	1,598.10
10/03/24	STARLINK INTERNET HAWTHORNE CA REF# 52295a73-b05 COMPUTER NETWORK 10/03/24		120.00
<b>Total for MICHELLE MOREHEAD</b>		New Charges/Other Debits Payments/Other Credits	5,594.69 -11,578.35

**Payment Information**



New Balance: \$715.16  
 Total Minimum Payment Due: \$50.00  
 Payment Due Date: 10/28/2024

Payments must be received by 5pm ET on 10/28/2024 if mailed, or by 11:59pm ET on 10/28/2024 for online and phone payments.

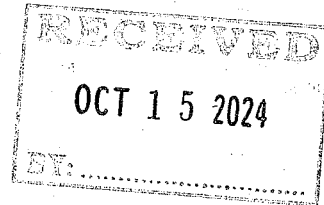
MEMBER SERVICE: For Account Information log on to [SamsClubCredit.com/businesscard](https://SamsClubCredit.com/businesscard). This account is registered. See your online Administrator to get a User ID & Password. Or call toll-free 1-800-203-5764

To make a payment, please visit us online or mail your payment using the coupon below. Payments are also accepted at your local CheckFreePay\* or MoneyGram locations\*. \* Fees may apply.

**Account Summary**

1-2

Previous Balance as of 09/09/2024	\$0.00	Credit Limit	\$3,400
Purchases/Debits	+ 715.16	Available Credit	\$2,684
<b>New Balance as of 10/08/2024</b>	<b>\$715.16</b>		
30 Day Billing Cycle from 09/09/2024 to 10/08/2024			



**Skip the checkout line with Scan & Go<sup>™</sup> shopping!**

Download the Sam's Club<sup>®</sup> app. Then select the Scan & Go<sup>™</sup> feature.



**Shop and scan.** Scan item barcodes as you go.

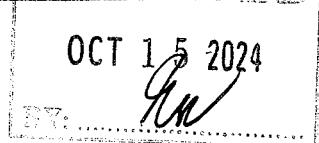


**Pay with your Sam's Club Business Credit Card.\***



**Head to the door.** Show your digital receipt and go.

\*Subject to credit approval. Synchrony Bank does not provide, endorse or guarantee any Sam's Club services or policies.



6709 0002 HCJ

1 7 8 241008

PAGE 1 of 5

9280 2000 HP17 01FX6709

13547

Use blue or black ink,  
detach & mail with your  
check.

Account Number	[REDACTED]
New Balance	\$715.16
Total Minimum Payment Due	\$50.00
Payment Due Date	10/28/2024
Amount Enclosed	\$

**VIEW AND PAY YOUR BILL ONLINE!**  
[SamsClubCredit.com/businesscard](https://SamsClubCredit.com/businesscard)

No other correspondence please.  
Print new address or email changes on back.

COMMUNITYSERVICESOFNETEXAS  
MICHELLE MOREHEAD  
PO BOX 427  
LINDEN TX 75563-0427

13547  
Q203



Make SAM'S CLUB/SYNCHRONY BANK  
Payment P.O. BOX 669825  
to: DALLAS, TX 75266-0782







COMMUNITY SERVICES OF NETEXAS  
Account Number ending in [REDACTED]



PAGE 2 of 5

Visit us at [SamsClubCredit.com/businesscard](http://SamsClubCredit.com/businesscard) or Call 1-800-203-5764

**See what new items have landed at your club.**

Visit [SamsClub.com/NewItems](http://SamsClub.com/NewItems) or scan the QR code to check them out.



### Transaction Detail

Date	Reference #	Description	Amount
<b>Purchases and Other Debits</b>			<b>\$715.16</b>
10/02	P928000M501AL1WNF	SAM'S CLUB 008295 TEXARKANA TX SAM'S/WAL-MART PURCHASE(S)	\$547.24 ✓
10/02	P928000M501AL1WN7	SAM'S CLUB 008295 TEXARKANA TX SAM'S/WAL-MART PURCHASE(S)	\$167.92 ✓
		Total for Sarah Anzualda	\$715.16
Total Fees Charged This Period			\$0.00
Total Interest Charged This Period			\$0.00

1-2

### Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account. (v) = Variable Rate

Type of Balance	Expiration Date	Annual Percentage Rate	Balance Subject to Interest Rate	Interest Charge	Balance Method
Purchases	N/A	29.99% (v)	\$0.00	\$0.00	2D

### Cardholder News and Information

NOTICE: We may convert your payment into an electronic debit. See back of page one for details, Billing Rights and other important information.

### Member News and Information

Interested in changing your due date for your Sam's Club® credit card account? Call the Credit Customer Service phone number, located on your billing statement and on the back of your Sam's Club® credit card, to determine eligibility and discuss available options.

Go green and support the environment with paperless statements! All you have to do is visit [SamsClubCredit.com/businesscard](http://SamsClubCredit.com/businesscard) to sign up. Register today to start receiving your statements online.

ACCOUNT #: [REDACTED]

COMMUNITYSERVICESOFNETEXAS

INVOICE#: 000000

DATE OF SALE #: 241002

P.O. #:

REFERENCE #: P928000M501AL1WNF

AUTHORIZATION #: 000890

CLUB #: 8295

TRANSACTION #: 0

REGISTER #: 96

S.K.U	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
SALES TAX					
380004989	MM FRAGRANCE FREE	1.000		\$0.0000	\$0.00
380044095	PULL-UPS S4T-5T GIRL	2.000	EA	\$21.7400	\$43.48
380044103	PULL-UPS S3T-4T GIRL	4.000	EA	\$41.9800	\$167.92
380044107	PULL-UPS S4T-5T BOY	2.000	EA	\$41.9800	\$83.96
380044131	PULL-UPS S3T-4T BOY	4.000	EA	\$41.9800	\$167.92
		2.000	EA	\$41.9800	\$83.96

SUB \$547.24	TAX \$0.00	TOTAL INVOICE	\$547.24
		CREDITS TOTAL	\$0.00
		BALANCE DUE	\$547.24

1-2

ACCOUNT #: [REDACTED]

COMMUNITYSERVICESOFNETEXAS

INVOICE#: 000000

DATE OF SALE #: 241002

P.O. #:

REFERENCE #: P928000M501AL1WN7

AUTHORIZATION #: 000510

CLUB #: 8295

TRANSACTION #: 0

REGISTER #: 96

S.K.U	DESCRIPTION	QUANTITY	UNIT	PRICE	EXT. PRICE
SALES TAX					
380044107	PULL-UPS S4T-5T BOY	1.000		\$0.0000	\$0.00
		4.000	EA	\$41.9800	\$167.92

SUB \$167.92	TAX \$0.00	TOTAL INVOICE	\$167.92
		CREDITS TOTAL	\$0.00
		BALANCE DUE	\$167.92