TOWN OF LAKE PARK
REQUEST FOR DISBURSEMENT

Name and Address of Payee	
Civic Plus	
Description of Request	
Agenda Management System	
Special Handling Instructions	

Req. By:	Vivian Mendez Digitally signed by Vivian Mendez DN: cn=Vivian Mendez, o=Town of Lake Park, ou=Town Clerk, email=vmendez@lakeparkflorida.gov, c=US Date: 2024.08.14 10:02:21 -04'00'	**Approved By:**	
Date:		**Date:**	

Vendor Number	
Amount of Check	$ 9,591.75
Finance Use Only	
Amount Approved	
Date Approved	
Approved By	
Account Number	
106-49300	

The "Requested By" and "Approved By" signatures above certify that this payment is for necessary and legal expenses of the Town of Lake Park, that funds are available in the indicated account to fund this payment, and the documentation to support the payment is attached for the Town's permanent record. If copies of documents are to be mailed with the check, those copies must be attached to the Request for Disbursement.

24082299

Invoice

RECEIVED
By Merry Ann Russell at 9:26 am, Aug 06, 2024

#313495
10/1/2024
PO #

Updated Remittance Address:
(FOR PAYMENTS ONLY)
CivicPlus LLC
PO Box 737311
Dallas TX 75373-7311

Bill To
Town of Lake Park
535 Park Ave
WEST PALM BEACH Florida 33403

TOTAL DUE

$9,591.75

Due Date: 10/31/2024

Terms	Due Date	PO #	Approving Authority
Net 30	10/31/2024		

Qty	Item	Start Date	End Date
1	Municode Meetings Ultimate Annual	10/1/2024	9/30/2025
1	Municode Meetings Hub Stand Alone Purchase	10/1/2024	9/30/2025
1	Municode Meetings Custom Agenda Item Approvals Workflows	10/1/2024	9/30/2025
1	Municode Meetings Board Management	10/1/2024	9/30/2025

Total	$9,591.75
Due	**$9,591.75**

Please submit payment via ACH using the details below. Please send notification of ACH transmission via email to accounting@civicplus.com.

Bank Name	Account Name	Account Number	Routing Number
JPMorgan Chase	CivicPlus LLC	910320636	021000021