

TOWN OF LAKE PARK

REQUEST FOR DISBURSEMENT

Name and Address of Payee			Vendor Number				
Civic Plus			Amount of Check		\$10,071.33		
			Finance Use Only				
Description of Request			Amount Approved				
Agenda Management System			Date Approved				
Special Handling Instructions			Approved By				
			Account Number				
			106-49300				
Req. By:				Approved By:		Vivian Mendez	
Date:				Date:			

Digitally signed by Vivian Mendez
 DN: cn=Vivian Mendez, o=Town of Lake
 Park, ou=Town Clerk,
 email=vmendez@lakeparkflorida.gov, c=US
 Date: 2025.11.04 09:02:55 -05'00'

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.



Invoice

PAST DUE

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

#344087
10/1/2025

Bill To

Jeffrey Duvall
Town of Lake Park
535 Park Ave
West Palm Beach FL 33403

TOTAL DUE

\$10,071.33

Due Date: 10/31/2025

Terms	Customer	Approving Authority
Net 30	Town of Lake Park, FL	

Qty	Item	Start Date	End Date
1	Municode Codification Meetings Ultimate Annual	10/1/2025	9/30/2026
1	Municode Codification Meetings Hub Stand Alone Purchase	10/1/2025	9/30/2026
1	Municode Codification Meetings Custom Agenda Item Approvals Workflows	10/1/2025	9/30/2026
1	Municode Codification Meetings Board Management	10/1/2025	9/30/2026

Total \$10,071.33

Due **\$10,071.33**

Please submit payment via ACH using the details below. Please send notification of ACH transmission via email to remittance@civicplus.com. That address is not monitored for other inquiries or notifications. For any other invoice questions or information, please contact us at accounting@civicplus.com.

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