

Subject:

Bill Folder

Fiscal Impact:

N/A

Dept/Office:

D1 Commission Office

Summary Explanation and Background:

Purchasing Card reconciliation report for Adrienne Schmadeke dated 11/04/2024 for the amount of \$19.99

Clerk to Board Instructions:

Please include with the minutes of the December 3, 2024 regular meeting.

EXHIBIT "B"
BREVARD COUNTY PURCHASING CARD MONTHLY RECONCILIATION REPORT

Cardholder's Name: Adrienne P. Schmadeke

Cardholders

Phone # 321-607-6901

Cardholders Personnel #: 11009071

Cardholder's Department: District 1 Commissioner

Closing Date: 11/4/24

Date Purchased or Ordered	Date Received	Vendor Name	Description of Item Purchased	Amount Billed (Indicate "Q" for quoted items)	Fund # (4 digits)	Cost Center # (6 digits)	General Ledger Account # (7 digits)	Internal / Work Order # (6 or 7 digits)
10/11/24	10/14/24	Florida Today	Digital Subscription - October 2024	19.99	0001	200010	5420200	

\$0.00 ADD'L PAGES SUBTOTAL

\$19.99 GRAND TOTAL (ALL PAGES)

(MUST AGREE TO FIGURE BELOW)

SUMMARY OF FUND / COST CENTERS / G.L. ACCOUNT TO BILL

I (Cardholder) have complied with the Purchase Card Administrative Order (AO-41) and have retained all required approvals for restrictive uses and a quote log for purchases with a value in excess of \$1000 and an expected life of more than one-year such as automobiles and furniture, and computer equipment valued in excess of \$750.

Adrienne Schmadeke, 11/13/24
Signature of Cardholder/Date

[Signature]
Signature of Approving Official/Date

FUND	COST CTR	G.L. ACCT.	INT. ORDER
0001	200010	5420200	

Amount
19.99

(must agree to above figure) GRAND TOTAL

\$19.99

BCC-223-Excel Document Revised 09/18/2017



ADRIENNE P SCHMADEKE
 FL BREVARD COUNTY BOC
 XXXX-XXXX-XXXX-3618
 October 05, 2024 - November 04, 2024

Purchasing Card

Cardholder Activity

Account Information	Payment Information	Account Summary
Mail Billing Inquiries to: BANKCARD CENTER PO Box 660441 Dallas, TX 75266-0441 TTY Hearing Impaired: Dial "711" Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours	Statement Date 11/04/24 Credit Limit \$1 Cash Limit \$0 Days in Billing Cycle 31 Total Activity \$19.99 THIS IS NOT A BILL - DO NOT PAY	Credits \$0.00 Cash \$0.00 Purchases \$19.99 Other Debits \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Total Activity \$19.99 Accounting Code: 0001 / 200010

Important Messages

Global Card Access – your card information whenever, wherever and however you need it. From the dashboard, you can quickly check your credit limit, balance, available credit and recent card activity. Other features like View PIN, Change PIN, Lock Card and Alerts help you keep your card secure. For added convenience, you can easily view or download your current statement up to 12 months of past statements. Visit www.bofa.com/globalcardaccess to register your card and start using Global Card Access today.

Transactions

Date	Date	Description	Reference Number	MCC	Charge	Credit
10/14	10/11	GANNETT MEDIA CO	888-426-0491 VA	24692164285104802914351	7311	19.99

00000000 00000000 00000000 4715292673893518

Account Number: XXXX-XXXX-XXXX-3618
 October 05, 2024 - November 04, 2024

|||||
 BANK OF AMERICA
 PO BOX 15731
 WILMINGTON, DE 19886-5731

Total Activity \$19.99

|||||
 ADRIENNE P SCHMADEKE
 FL BREVARD COUNTY BOC
 COMMISSION OFFICE
 7101 S US HIGHWAY 1
 TITUSVILLE, FL 32780-8102
 **N0002242

Cardholder Signature _____ Date _____

Manager Signature _____ Date _____

⑆54999001⑆⑆00052673893518⑆



Posting payments: Payments received by mail at the remittance address shown on the Payment Coupon portion of the face of this statement on a banking day will be posted to your account on the day received. If we receive your mailed payment on a non-banking day, we will post it to your account on the next banking day. There may be a delay of up to 5 banking days in posting payments made at a location other than the mailing address listed on the front of your payment coupon.

Service for the hearing impaired (TTY/TDD): We accept calls made through relay services (dial 711).

Telephone monitoring: For the purposes of monitoring and improving the quality of service, Bank's supervisory personnel may listen to and/or record telephone calls between Bank employees and any person acting on Company's behalf.

In case of errors or questions about your bill: Errors or questions about your bill must be received in writing no later than 60 days after we sent you the first statement on which the error or problem appeared. Please mail this information to BANKCARD CENTER, PO BOX 660441, DALLAS, TX 75266-0441. Your letter must include the following information:

- The company name, cardholder name and account number in question.
- The dollar amount of the suspected error
- A written description of the error and why you believe there is an error. If you need more information, describe the item you are unsure about.

Customer Service:	For questions regarding transactions, general assistance, and reporting lost and stolen cards, call:	
	<u>Within the U.S.</u>	<u>Outside the U.S.</u>
	1.888.449.2273	1.509.353.6656 (collect calls accepted)

Thank you for your business.

Posting payments: Payments received by mail at the remittance address shown on the Payment Coupon portion of the face of this statement on a banking day will be posted to your account on the day received. If we receive your mailed payment on a non-banking day, we will post it to your account on the next banking day. There may be a delay of up to 5 banking days in posting payments made at a location other than the mailing address listed on the front of your payment coupon.

Schmadeke, Adrienne

From: Florida Today <noreply@reply.floridatoday.com>
Sent: Friday, October 20, 2023 11:08 AM
To: Commissioner, D1
Subject: Your Digital Subscription Update

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Sincerely,
Florida Today Customer Service Team

Customer Service: **1-877-424-0156**