

AP MISCELLANEOUS BATCH SHEET

(NOT ENTERED INTO SAP BY DEPARTMENT)

To : County Finance

From : D1 Commissioners Office

Date : 06/11/2025_____

Please indicate the type of miscellaneous payments and the number of documents uploaded for verification that all documents were received by Finance.

☐	Invoices	# _____
☐	Petty Cash	# _____
☐	Overnight Travel (TER)	# _____
☐	Travel Requests (TR)	# _____
☐	Refunds	# _____
☐	Statements	# <u>PCard (4docs)</u>
☐	Other	# _____

Subject:

Bill Folder

Fiscal Impact:

N/A

Dept/Office:

D1 Commission Office

Summary Explanation and Background:

Purchasing Card Reconciliation Report for Kristin Lortie, dated 06/04/2025, for the amount of \$-13.01

Clerk to Board Instructions:

Please include with the minutes of the July 08, 2025 regular meeting.



2025 JUN 10 P 2:19

KRISTIN H LORTIE
FL BREVARD COUNTY BOC
XXXX-XXXX-XXXX-8174
May 05, 2025 - June 04, 2025

BREVARD CO. FL
FINANCE DEPT. **Cardholder Activity**

Purchasing Card

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 06/04/25 Credit Limit \$1,987 Cash Limit \$0 Days in Billing Cycle 31 Total Activity -\$13.01 THIS IS NOT A BILL - DO NOT PAY	Credits -\$13.01 Cash \$0.00 Purchases \$0.00 Other Debits \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Total Activity -\$13.01 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						
Posting Transaction						
Date	Date	Description	Reference Number	MCC	Charge	Credit
05/07	05/05	WM SUPERCENTER #649 TITUSVILLE FL	74445005126400208468189	5411		13.01

Returned Unused Boxes

0000000 0000000 0000000 4715292900478174

Account Number: XXXX-XXXX-XXXX-8174
May 05, 2025 - June 04, 2025

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

|||||
KRISTIN H LORTIE
FL BREVARD COUNTY BOC
STE 4D-1
400 SOUTH ST
TITUSVILLE, FL 32780-7683
**N0002478

Total Activity -\$13.01

Cardholder Signature: *Kristin H Lortie* Date: 6/11/25
Manager Signature: *Kelly DeLeon* Date: 6/11/25

5499900 11:00052900478174

Cardholder's Name: Kristin Lortie

Phone # (321) 607-6901

Cardholder's Department/Office: D1 Commissioner's Office

[illegible]

ADD'L PAGE(S) SUBTOTAL

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.

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[illegible]

BCC-223-pdf, Document Revised 08/18/2017

(must agree to above figure) **GRAND TOTAL**

ap de...
ap oiaget ap Set...
pays y hoy y us...
...to spr...
...\$1000 Walmart gift cards or...
...it us about your gift cards or...

Walmart*

WM Supercenter
Customer Care
1(800) 925-6278

321-267-5825 Mr. JANNETA
3175 CHENEY HWY
TITUSVILLE FL 32780-5979
ST# 00649 OP# 000778 TE# 91 TR# 04626
ORDER # 58204744628913207261

Items Returned

PGHD221315BX	810142294676	2.93-
PGHD221315BX	810142294676	2.93-
PG271517BOX	810142294652	2.10-
PG271517BOX	810142294652	2.10-
PG271517BOX	810142294652	2.10-

Refund

SUBTOTAL (5 item)	12.16-
TAX 1 7.0000 %	0.85-
TOTAL REFUND	13.01-

VISA APPROVAL # **** * 8174 060292

us feedback @ survey.walmart.com
Thank you! ID #:7VP9RH71062

05/05/25 12:25:21

VISA TEND 31.40
CHANGE DUE 0.00

VISA CREDIT- 8174 I 1 APPR#071556
31.46 TOTAL PURCHASE

REF # 512000643612
TRANS ID - 385120619872909

VALIDATION - 88ZG
PAYMENT SERVICE - E

AID A0000000031010
TERMINAL # 55492947

*Pin Verified

04/30/25 13:13:06



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