

COUNTY OF UNION, NEW JERSEY

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC.

No. 11009052

ORDER DATE: 10/27/11  
 REQUISITION NO: 11008715  
 DELIVERY DATE: 10/24/11  
 STATE CONTRACT: \*  
 F.O.B. TERMS:

I NJCP

PAYMENT RECORD

CHECK NO. CHECK DATE

1-908-527-4000

Pg 1

BILL TO SHIP TO VENDOR

UC Administration Building  
 10 Elizabethtown Plaza  
 Elizabeth, NJ 07207

UC DIV OF PERSONNEL/LABOR MGMT  
 ADMINISTRATION BUILDING  
 10 ELIZABETHTOWN PLAZA  
 ELIZABETH, NJ 07207

VENDOR #: NJL03

NJ LEAGUE OF MUNICIPALITIES  
 222 WEST STATE ST  
 TRENTON, NJ 08608

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	REGISTRATION FOR NJ LEAGUE OF MUNICIPALITIES 11/15/2011 - 11/18/2011  ON-SITE REGISTRATION - \$60.00 FOR: MATTHEW N. DIRADO, ESQ.	1-01-20-702-350-387	60.0000	60.00
			TOTAL	60.00

*Michael M. Yuska*

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A. 40a:11.3), must comply with the requirement of P.L. 1975, c. 127 (N.J.A.C. 17:27) (on reverse)

DEPARTMENT ATTEST  
 DELIVERY SLIPS RECEIVED AND CHECKED

12/5/11 *[Signature]*  
 DATE SIGNATURE

PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF MATERIALS, SUPPLIES AND EQUIPMENT

12/5/11 *Ghuresh Pacheco*  
 DATE SIGNATURE

FOR PAYMENT - SIGN AND RETURN TO ABOVE "BILL TO ADDRESS"

SIGNATURE BELOW MUST BE ORIGINAL PLEASE MAKE COPY FOR YOUR RECORDS

VENDOR'S CERTIFICATION & DECLARATION

I (we) solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars, that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim and that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

11/28/11 *[Signature]*  
 DATE SIGNATURE

COUNTY OF UNION  
 Div of Personnel/Labor Mgmt  
 UC Administration Building  
 10 Elizabethtown Plaza  
 Elizabeth, NJ 07207

REQUISITION	
NO.	11008715

SHIP TO	UC DIV OF PERSONNEL/LABOR MGMT ADMINISTRATION BUILDING 10 ELIZABETHTOWN PLAZA ELIZABETH, NJ 07207
VENDOR	VENDOR #: NJL03 NJ LEAGUE OF MUNICIPALITIES 222 WEST STATE ST TRENTON, NJ 08608

ORDER DATE: 10/24/11  
 DELIVERY DATE: 10/24/11  
 STATE CONTRACT: \*  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
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			TOTAL	60.00

REQUESTING DEPARTMENT

10/24/11  
 DATE

**Gayle Krygier**

**From:** 96th Annual League Conference [regmail@compusystems.com]  
**Sent:** Monday, November 28, 2011 3:31 PM  
**To:** Gayle Krygier  
**Subject:** 96th Annual League Conference Registration Confirmation/Invoice



New Jersey State League of Municipalities

**REGISTRATION CONFIRMATION / INVOICE REMITTANCE**

Please print this page for your records

11-28-2011

Registration Confirmation: 264155

**Billing Address:**

MATTHEW DIRADO, ESQ.  
 DIR. OF PERSONNEL & LABOR RELATIONS  
 UNION COUNTY  
 10 ELIZABETHTOWN PLAZA  
 ELIZABETH, NJ 07207

**Shipping Address:**

MATTHEW DIRADO, ESQ.  
 DIR. OF PERSONNEL & LABOR RELATIONS  
 UNION COUNTY  
 10 ELIZABETHTOWN PLAZA  
 ELIZABETH, NJ 07207

Dear MATTHEW DIRADO, ESQ.,

This letter confirms your registration for the New Jersey State League of Municipalities 96th Ann Conference in Atlantic City, New Jersey on November 15 -18, 2011. This letter is your official confirmation for your registration. Please read the following information thoroughly, as it contain important facts about your registration. Please keep this receipt for your records.

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**REGISTRATION INFORMATION**

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Our records indicate that you are the key contact and that you have obtained the proper authorizat make this purchase on behalf of your municipality and/or organization. You are responsible for distributing all conference materials. Below is your key contact number. Use this number on all correspondence.

Key Contact: # 264155 (No Badge) Key contacts do not receive a badge, unless you have register

11/28/2011

## CFO, Finance Director

This form was approved by the Local Finance Board and meets the requirements for certification of performance of service (See certification above). Since the Local Finance Board has approved this form, your voucher for separate signature is not needed.

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**EVENT INFORMATION**


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**Conference Materials**

Badges will be mailed by November 1, 2011. This confirmation recognizes that you are the person responsible for the distribution of conference materials to your group and that you have obtained the proper authorization to make this purchase on behalf of your municipality and/or organization. Badges for the group you have registered will be mailed to you. Please note that no one will be allowed in the exhibit hall or meeting rooms without a badge.

**Corrections Delegates**

All persons submitted by you for pre-registration are attached to this letter. If you would like to make a change to the spelling of any municipality, company, name, or title, please print this confirmation, make the correction on the page and fax to 708-344-4444 by October 14, 2011.

**Additions**

Online: to register additional delegates after concluding the online process and/or upon receiving this confirmation, you must begin a new online registration session for those individuals only. Register them online at [www.njslom.org](http://www.njslom.org) follow the link to online registration.

Paper Registration: to register additional delegates after receiving this confirmation go to [www.njslom.org](http://www.njslom.org) follow the link to the annual conference and download a paper registration form.

**Refund/Substitution Policy**

Upon completing an online registration and/or receiving this confirmation there are NO REFUNDS. If an individual is unable to attend, he or she may give his or her badge to another person. The new person should bring the badge to the pre-registration desk at the convention hall where they exchange it for a badge with their own name.

**Questions**

If you have any questions on municipal pre-registration, the League Luncheon, the Mayors' Box Luncheon, or the Women in Government Breakfast please call the League office at 609-695-3481 x113 or x119. If you want to register for the Sustainable Jersey Luncheon please visit [www.sustainablejersey.com](http://www.sustainablejersey.com) to download a registration form or if you have any questions call 609-695-3481 x 113 or 119.

**Municipal Officials Only**

Attend the Business Meeting at its NEW DAY AND TIME, Thursday, November 17, 2011, 3:30 p.m., Pearl Ballroom, Second Level, Sheraton Convention Center Hotel, Atlantic City. Municipal Officials only can participate in the deliberation and adoption of Conference Resolutions, which set our legislative priorities for the coming year. While the League constitution requires that the mayors or their official designees shall cast ballots, all municipal officials are encouraged to attend and participate in the deliberations.

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**COUNTY OF UNION**  
**EMPLOYEE PERSONAL EXPENSE CLAIM (E.P.E.C.)**

EMPLOYEE NAME MATTHEW N. DIRADO

DEPARTMENT NAME/DIVISION NAME ADMINISTRATIVE SERVICES / PERSONNEL MNGMT & LABOR R

ACCOUNT # 1-01-20-702-350-326

**DESCRIPTION OF COURSE/CONFERENCE**

DEPARTURE DATE 11/15/2011 START DATE 11/15/2011 END DATE 11/18/2011

COURSE/CONFERENCE/SPONSOR NEW JERSEY LEAGUE OF MUNICIPALITIES

LOCATION ATLANTIC CITY, NJ

**REQUEST FOR PERMISSION TO ATTEND**

DEPT/DIV HEAD *Matthew Dirado*

DEPT OF FINANCE *J. Grigolito 10/24/11* SUFFICIENCY OF FUNDS

COUNTY MANAGER *Sandra Bialik 10-29-11*

**DESCRIPTION OF EXPENSES**

DESCRIPTION	COUNTY SUB ACCT	GRANT SUB ACCT	ESTIMATED EXPENSES	ACTUAL EXPENSES	COMMENTS
OTHER EXPENSE	326		0.00		
TRAVEL	383		0.00		
MEAL	384		180.00	-	\$45.00/day
LODGING	385		0.00	\$ 453.00	\$ 151. x 3
REGISTRATION	387		60.00	60.00	
TIME ONLY <input type="checkbox"/>					
TOTAL			240.00		

I HEREBY CERTIFY THAT THE ABOVE LISTED EXPENDITURES ARE AS A RESULT OF MY DUTIES AS A COUNTY EMPLOYEE.

EMPLOYEE'S SIGNATURE *Matthew Dirado* DATE: 10/24/11

COMPTROLLER'S SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

IN ACCORDANCE WITH N.J.S.A 40A.5-16. THE DIRECTOR OF FINANCE/COMPTROLLER IS AUTHORIZED TO REJECT ANY VOUCHER FOR REIMBURSEMENT WHICH DOES NOT COMPLY WITH ABOVE.

BILL TO: Clerk of the Board  
 UC Admin Bldg - Rose Russo  
 10 Elizabethtown Plaza  
 Elizabeth, NJ 07207

SHIP TO: UC CLERK OF THE BOARD  
 UC ADMIN BLDING - ROSE RUSSO  
 10 ELIZABETHTOWN PLAZA  
 ELIZABETH, NJ 07207

VENDOR: BORGATA  
 1 BORGATA WAY  
 ATLANTIC CITY, NJ 08401

VENDOR #: BOR16

COUNTY OF UNION, NEW JERSEY

**PURCHASER ORDER NUMBER**  
 THIS NUMBER MUST APPEAR ON ALL INVOICES,  
 PACKING LISTS, CORRESPONDENCE, ETC.

No. 11008552

ORDER DATE: 10/06/11  
 REQUISITION NO: 11008277  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS: INJCP

PAYMENT RECORD	
CHECK NO	CHECK DATE

1-908-527-4000

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	RESERVATION 96TH ANNUAL NJLM CONFERENCE NOVEMBER 14-17, 2011 ATLANTIC CITY RESERVATION FOR THE FOLLOWING PEOPLE <del>DEBORAH P. SCANLON, ALEXANDER MIRABELLA</del> <del>LINDA CARTER, ANGEL C. ESTRADA</del> <i>F. Cruz</i> <del>CHRISTOPHER HUDAK, MOHAMED S. JALLOH</del> <del>NANCY WARD, ALFRED FAELLA, NICOLE D'TRADO</del> <i>m. Di Rado</i> JAMES PELLETTIERE \$146.00 PER NITE PLUS \$5.00 OCCUPANCY FEE \$151.00 X 3 NITES = \$453.00 \$453.0 X 8 = 3,624.00 \$151.00 X 4 NITES = \$604.00 \$151.00 X 2 NITES = \$302.00 TOTAL: \$4,530.00	1-01-20-703-010-385	4,530.0000	4,530.00 4,379.00 TOTAL 4,530.00 4,379.00

*Janis Rose Connors*

*Omie*

*Omie 609-311-7797*

Vendor supplying goods or services the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A. 40A:11-3) must comply with the requirement of P.L. 1975, c. 127 (N.J.A.C. 17:27) (on reverse)

**DEPARTMENT ATTEST**  
 DELIVERY SLIPS RECEIVED AND CHECKED

DATE: *10/14/11*  
 SIGNATURE: *Rose Russo*

**FOR PAYMENT - SIGN AND RETURN TO ABOVE "BILL TO ADDRESS"**

**SIGNATURE BELOW MUST BE ORIGINAL PLEASE MAKE COPY FOR YOUR RECORDS**

**PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF MATERIALS, SUPPLIES AND EQUIPMENT**

DATE: *10/14/11*  
 SIGNATURE: *Rose Russo*

**VENDOR'S CERTIFICATION & DECLARATION**  
 I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim and that the amount therein stated is justly due and lawfully earned and that the amount charged is a reasonable one.

DATE: *10/14/11*  
 SIGNATURE: *[Signature]*

# FOR NON-MUNICIPAL USE ONLY

Forms will be processed beginning August 8, 2011

## HOTEL & MOTEL RESERVATION FORM

# NEW JERSEY STATE LEAGUE OF MUNICIPALITIES

THE ATLANTIC CITY CONVENTION CENTER - NOV. 15, 16, 17, 2011 - ATLANTIC CITY, NJ

MAIL TO:  
NJLM 96<sup>th</sup> Annual Conference  
201 Tilton Road, Suite 17B  
London Square Mall  
Northfield, NJ 08225

OR

FAX TO: (609) 383-8616  
Online: NJSLOM.org then click on  
"Annual Conference"  
PAYMENT REQUIRED TO HOTEL BY OCT. 14

**LAST DAY TO USE THIS FORM IS FRIDAY, OCTOBER 14<sup>TH</sup>.**

### HEADQUARTERS - ATLANTIC CITY CONVENTION CENTER - 96<sup>TH</sup> ANNUAL LEAGUE CONFERENCE

**SPECIAL NOTE: Please make firm decisions early and realistic reservations. CANCELLATIONS MADE AFTER THURSDAY, NOVEMBER 10, WILL BE REQUIRED TO PAY FOR ALL CANCELLED NIGHTS. GOVERNMENT AGENCIES SEND VOUCHERS IMMEDIATELY TO ASSIGNED HOTEL AFTER RECEIVING HOTEL ASSIGNMENT. CANCEL DEADLINE IS NOV. 9<sup>TH</sup> FOR SHOWBOAT, CAESARS, HARRAH'S AND BALLY'S.**

**Hotel Choice(s):**

1<sup>st</sup> Borgata  
2<sup>nd</sup> \_\_\_\_\_  
3<sup>rd</sup> \_\_\_\_\_

4<sup>th</sup> \_\_\_\_\_  
5<sup>th</sup> \_\_\_\_\_  
6<sup>th</sup> \_\_\_\_\_

Number of Rooms Requested: 1 Number of Beds: 1 Number of Persons Per Room: 1

Special Request:  Smoking  Non-Smoking  Handicapped  Other

**\*PAYMENT INFORMATION (please check):**

CREDIT CARD TYPE: [REDACTED] Exp. [REDACTED]  
CANCELLATION AND DATE CHANGES MUST BE COMPLETED NO LATER THAN NOVEMBER 10. CANCELLATIONS AFTER THAT DATE, WILL BE CHARGED. Initial/Acknowledgement

VOUCHER/PURCHASE ORDER - SEND P.O./VOUCHER IMMEDIATELY AFTER RECEIVING HOTEL ASSIGNMENT. PAYMENTS MUST BE MADE TO HOTEL NO LATER THAN OCTOBER 14. CANCELLATIONS AND CHANGES TO # OF NIGHTS MUST BE COMPLETED BY 11/10. CANCELLATIONS AFTER NOVEMBER 10<sup>th</sup> WILL NOT BE REFUNDED. CANCEL DEADLINE IS NOV. 9<sup>th</sup> FOR SHOWBOAT, CAESARS, HARRAH'S AND BALLY'S. Initial/Acknowledgement

**ARRIVAL AND DEPARTURE DATES ARE ESSENTIAL!**

Arriving Atlantic City: 11/16/11 Departing Atlantic City: 11/18/11

If accommodations at the hotel/motel of my choice(s) are not available, I understand the Housing Dept. will make comparable reservations elsewhere and that I will receive acknowledgement directly from the Housing Department and/or assigned property. Acknowledgements will be sent after each reservation booking, modification and/or cancellation. **REVIEW FOR ACCURACY.**

Rooms will be occupied by: (Names MUST be supplied for each room reserved.) **DO NOT OVERBOOK!**

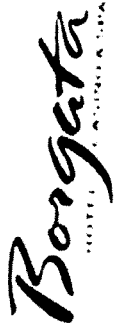
Name of Occupant	Smoking Y or N	# of Beds	Dates of Stay if Different Than Above
Room 1 <u>James Pelletiere</u>		<u>1</u>	
Room 2			
Room 3			
Room 4			

(PLEASE ATTACH LIST OF ADDITIONAL NAMES, IF NECESSARY - PLEASE, IN ARRIVAL DATE ORDER)

**CONFIRM TO: ALL CONFIRMATIONS WILL BE ADDRESSED TO THIS PERSON.**

Name (please print): ROSA RUSSO  
Company/Organization: Moran County  
Company Street Address: (No P.O. Box) 10 Elizabeth Town Plaza  
City: Elizabeth State: NJ Zip: 07207  
Telephone: 908-527-4156 Ext. 4156 Fax: (Required) 908-289-4143  
Email: R.Russo@ACNJ.org

NOTE: OPEN YOUR SPAM FILTERS TO ALLOW ACKNOWLEDGEMENTS FROM [SERVICE@ACROOMS.COM](mailto:SERVICE@ACROOMS.COM)  
\* HOTEL LOCATION & RATES ON BACK \*



Union - NJ League of Municipalities

Group Code	Last Name	First Name	Confirmation Code	Arrival Date	Departure Date	Room Type	Room Rate	Billing Code	Share With	Occupancy Fee	Total
GBUCT11	✓ CARTER	LINDA	3YHCM	11/15/11	11/18/11	C2	146.00	GRMTX		\$5 per Night	\$302
	✓ DIRADO	MATTHEW	TV4CM	11/15/11	11/18/11	C2	146.00	GRMTX		\$5 per Night	\$453
	✓ FAELLA	ALFRED	WT4CM	11/15/11	11/17/11	C2	146.00	GRMTX		\$5 per Night	\$302
	✓ GUZZO	FRANK	GR4CM	11/15/11	11/17/11	C2	146.00	GRMTX		\$5 per Night	\$302
	✓ HUDAK	CHRISTOPHER	6M4CM	11/15/11	11/18/11	C2	146.00	GRMTX		\$5 per Night	\$453
	✓ JALLOH	MOHAMED	WD4CM	11/15/11	11/18/11	C2	146.00	GRMTX		\$5 per Night	\$453
	✓ MIRABELLA	ALEXANDER	J6HCM	11/15/11	11/17/11	C1	146.00	GRMTX		\$5 per Night	\$453
	✓ PELLETERE	JAMES	PY4CM	11/15/11	11/18/11	C2	146.00	GRMTX		\$5 per Night	\$302
	✓ SCANTON	DEBORAH	6H3CM	11/15/11	11/18/11	C1	146.00	GRMTX		\$5 per Night	\$453
	✓ RAMIREZ	MANNY	FP4CM	11/14/11	11/16/11	C2	146.00	GRMTX	GIVENS, BRANDON RAMIREZ, MANNY	\$5 per Night	\$302
	✓ GIVENS	BRANDON	VSSPS	11/14/11	11/16/11	C2	146.00	GRMTX		\$5 per Night	\$302
	TOTAL										\$3,775

**Room Types**

- C1 = Classic Room One King Bed NS
- C2 = Classic Room Two Queen Beds NS

**Billing Code**

- GRMTX = Room and Tax to the Master - Guest Pays Incidentals
- GNONE = Guest Pays Own Charges



COUNTY OF UNION, NEW JERSEY

**PURCHASE ORDER VOUCHER**  
 THIS NUMBER MUST APPEAR ON ALL INVOICES,  
 PACKING LISTS, CORRESPONDENCE, ETC.

No. 11008464

ORDER DATE: 10/04/11  
 REQUISITION NO: 11008200

DELIVERY DATE:  
 STATE CONTRACT: \*

F.O.B. TERMS:

INJCP

PAYMENT RECORD	
CHECK NO.	CHECK DATE

1-908-527-4000

Pg 1

BILL TO	CLERK OF THE BOARD UC Admin Bldg - Rose Russo Elizabethtown Plaza Elizabeth, NJ 07207
	UC CLERK OF THE BOARD UC ADMIN BLDING - ROSE RUSSO 10 ELIZABETHTOWN PLAZA ELIZABETH, NJ 07207
SHIP TO	
VENDOR	VISTA CONVENTION SERVICE 6804 DELILAH ROAD PO BOX 3000 PLEASANTVILLE, NJ 08232-0036
	VENDOR #: VIS04

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	STANDARD BOOTH 96TH ANNUAL NJLM, NOVEMBER 14-17, 2011 ATLANTIC CITY, NJ 2-SIDE CHAIRS \$72.70, 1-WASTEBASKET \$10.05, 9'X50' STANDARD CARPET GRAY 350, 352, 354, 356, 358-\$511.25 CARPET PADDING \$450.00 1-2'X6'X30" BLACK DISPLAY TABLE 30" HIGH \$86.35 SET-UP 11/14/11 1-HOUR \$78.25 DISMANTLE 11/17/11 1-HOUR \$78.25 TOTAL: \$1286.85	1-01-20-703-010-326	1,286.8500	1,286.85
<i>Free 10</i>				
<i>Done Send check 10/21/11</i>				
			TOTAL	1,286.85

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A. 40a:11.3) must comply with the requirement of PL. 1975, c 127 (N.J.A.C. 17:27) (on reverse)

**DEPARTMENT ATTEST**  
 DELIVERY SLIPS RECEIVED AND CHECKED

3/10/13/11 *N. S. Rado*  
 DATE SIGNATURE

**FOR PAYMENT - SIGN AND RETURN TO ABOVE BILL TO ADDRESS"**

**SIGNATURE BELOW MUST BE ORIGINAL PLEASE MAKE COPY FOR YOUR RECORDS**

**PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF MATERIALS, SUPPLIES AND EQUIPMENT**

**VENDOR'S CERTIFICATION & DECLARATION**  
 I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing, and that the amount charged is a reasonable one.

7/13/11 *Rose Russo*  
 DATE SIGNATURE

*[Signature]*  
 DATE SIGNATURE

# NEW JERSEY STATE LEAGUE OF MUNICIPALITIES

ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NEW JERSEY  
NOVEMBER 14-17, 2011



6804 DELILAH ROAD  
PO BOX 3000  
PLEASANTVILLE, NJ 08232  
Tel: (609) 485-2421 Fax: (609) 485-2392  
WWW.VISTACS.COM

# LABOR ORDER FORM

DEADLINE DATE:  
**OCTOBER 28, 2011**

## CARPENTER LABOR FOR INSTALLATION AND DISMANTLING OF EXHIBITS

### CARPENTER RATES:

**Straight Time**  
\$80.60 per hour  
one hour minimum per worker  
thereafter 1/2 hr. increments  
ST: 8:00 AM to 4:30 PM  
Monday through Friday

**Overtime**  
\$120.90 per hour  
one hour minimum per worker  
thereafter 1/2 hr. increments  
OT: Before 8:00 AM and after 4:30 PM  
Monday through Friday  
and all hours on Saturday and Sunday

**Double Time**  
\$161.20 per hour  
one hour minimum per worker  
thereafter 1/2 hr. increments  
DT: all Holidays

ALL LABOR ORDERS RECEIVED AFTER THE ABOVE SPECIFIED DEADLINE DATE WILL BE CHARGED AN ADDITIONAL 25%. DURING SHOW CLOSING ONLY: Straight Time rate applies Thursday, November 17th, 1:00 pm to 5:00 pm. Overtime rate applies after 5:00 pm. NOTE: 8:00 AM is the only guaranteed starting time. All the other orders will be filled as labor is available. All labor must be signed in/out at the Service Desk. Exhibitors not checked in by their requested starting times are subject to a 1 hour minimum charge per man ordered, unless we received written cancellation 24 hours prior to starting time.

### PLEASE INDICATE SERVICE REQUIRED:

**PLAN A - EXHIBITOR'S SUPERVISION** - All work performed must be under the supervision of the Exhibitor.

	No. Men	Date	Time	Approx. Hours
SET-UP	1	11/14/11		1 80.60
DISMANTLE	1	11/19/11		1 80.60

**PLAN B - VISTA CONVENTION SERVICES SUPERVISION** - Hourly rate plus 35% Supervision Charge/Minimum \$35.00  
Name of Carrier \_\_\_\_\_ # Crates \_\_\_\_\_ Cartons \_\_\_\_\_ Skids \_\_\_\_\_

Shipped to:  Warehouse  Showsite  Display Includes Carpet  Vista's Rental Carpet

### PLEASE INCLUDE SET-UP PLANS WITH ORDER

After Dismantle Return Display

To: \_\_\_\_\_  
VIA: \_\_\_\_\_

Vista shall not be responsible for damage, loss, or theft of display installed and/or dismantled under our Supervision. Vista shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booths for reloading after the show.

### PAYMENT POLICY: CREDIT CARD INFORMATION MUST BE ON FILE FOR SET-UP & DISMANTLE LABOR ORDERS

Company Name Albion County Booth 350, 352, 354, 356, 358  
Street Address 10 Ely Avenue Plaza Phone # 908-522-4156  
City Ely State NJ Zip 07117 Fax# 908-289-4143  
Ordered by (Print or Type) Rosa Russo E-Mail RRusso@ALC.NJ.gov  
Signature Rosa Russo Title Project Coordinator

CREDIT CARD INFORMATION: <input type="checkbox"/> M/C <input type="checkbox"/> VISA <input type="checkbox"/> AMEX	ACCOUNT NUMBER:											EXPIRATION DATE:
--	-----------------	--	--	--	--	--	--	--	--	--	--	------------------

PURCHASING CARD: VISA & MASTERCARD REQUIRES YOUR CUSTOMER CODE NUMBER \_\_\_\_\_  
CARDHOLDERS SIGNATURE: \_\_\_\_\_ CARDHOLDERS NAME: \_\_\_\_\_

MAIL OR FAX TO VISTA CONVENTION SERVICES BEFORE DEADLINE DATE / SUBJECT TO NJ SALES TAX (7%)

# NEW JERSEY STATE LEAGUE OF MUNICIPALITIES

ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NEW JERSEY  
NOVEMBER 14-17, 2011



6804 DELILAH ROAD  
PO BOX 3000  
PLEASANTVILLE, NJ 08232  
Tel: (609) 485-2421 Fax: (609) 485-2392  
WWW.VISTACS.COM

## STANDARD BOOTH FURNISHINGS & CARPET ORDER FORM

DEADLINE DATE:  
**OCTOBER 28, 2011**

Rental price includes delivery to and removal from your booth.

QTY.	DISCOUNT RATES	STANDARD AMT. RATES	
<b>SEATING</b>			
Upholstered Arm Chair (black only)	\$46.40	\$55.55	
<u>2</u> Side Chair (black only)	36.35	43.15	<u>12.70</u>
Padded Stool (black only)	38.75	46.65	

QTY.	DISCOUNT RATES	STANDARD AMT. RATES	
<b>ACCESSORIES</b>			
Cocktail Table	45.50	55.25	
Round Pedestal Table (30" h x 30" d)	56.45	67.75	
Round Pedestal Table (42" h x 30" d)	79.20	90.50	
<u>1</u> Wastebasket	10.05	12.10	<u>10.05</u>
Easel	21.35	34.55	
Chrome Sign Frame (22" x 28")	43.85	54.40	
Bag Holder	63.80	80.35	
8' Stanchion	18.65	21.90	
Crossbar	12.10	14.45	
Garment Rack	59.25	73.90	
Literature Rack	65.05	81.30	

<b>STANDARD CARPET</b>			
Price includes installation & taping front edge.			
No guarantee of color match when ordering multiple carpets.			
9' x 10'	102.25	122.45	
9' x 20'	204.50	244.90	
9' x 30'	306.75	367.35	
9' x 40'	409.00	489.80	
<u>4</u> 9' x 50'	<u>511.25</u>	<u>612.25</u>	<u>311.00</u>
Circle color: Blue Burgundy Gray Teal Red Purple Black Hunter Green			

<b>CUSTOM SIZE CARPET</b>			
Price includes installation to fit booth space, protective covering, and edges taped.			
INDICATE OVERALL DIMENSIONS:			
ft. x	ft. (100 sq. ft. minimum)	\$2.10 sq. ft.	\$2.55 sq. ft.
Circle color: Blue Burgundy Gray Teal Red Purple Black Hunter Green			

<b>CARPET PADDING</b>			
INDICATE OVERALL DIMENSION:			
<u>4</u> ft. x	<u>10</u> ft. (100 sq. ft. minimum)	\$1.00 sq. ft.	\$1.10 sq. ft. <u>420.00</u>

QTY.	DISCOUNT RATES	STANDARD AMT. RATES	
<b>DRAPED DISPLAY TABLES - 30" HIGH</b>			
Price includes white vinyl top & 3 sides			
Circle color: Blue <u>Black</u> Burgundy Purple Gray Red Teal White Hunter Green			
2' x 4' x 30"	\$71.25	\$85.20	
<u>1</u> 2' x 6' x 30"	86.35	104.65	<u>86.35</u>
2' x 8' x 30"	102.85	123.00	

<b>DRAPED DISPLAY TABLES - 42" COUNTER HIGH</b>			
Price includes white vinyl top & 3 sides			
Circle color: Blue Black Burgundy Purple Gray Red Teal White Hunter Green			
2' x 4' x 42"	104.45	111.90	
2' x 6' x 42"	108.15	130.65	
2' x 8' x 42"	124.15	148.35	

<b>UNDRAPED DISPLAY TABLES - 30" HIGH</b>			
2' x 4' x 30"	29.00	33.10	
2' x 6' x 30"	34.00	42.30	
2' x 8' x 30"	40.60	49.00	

<b>UNDRAPED DISPLAY TABLES - 42" HIGH</b>			
2' x 4' x 42"	37.90	45.23	
2' x 6' x 42"	43.80	52.35	
2' x 8' x 42"	50.25	58.10	

<b>DRAPED RISERS</b>			
White Vinyl			
4' One Step	31.35	37.85	
6' One Step	41.20	48.80	

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your advance order prior to Deadline Date to qualify for discount rates. All orders received after deadline date or placed at the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. **CANCELLATION POLICY:** Items cancelled before the deadline date will be refunded at 50%. **NO REFUNDS AFTER DEADLINE DATE.**

ALL CHARGES SUBJECT TO NJ SALES TAX (7%)  
FULL PAYMENT MUST ACCOMPANY ORDER  
TOTAL ALL ITEMS ORDERED  
ATTACH TO ORDER RECAP & CREDIT CARD AUTHORIZATION FORM  
ENTER TOTAL

Company Name Union County Board of Chosen Freeholders Booth # 350, 352, 354, 356, 358  
Street Address 10 Elizabeth Street Plaza Phone # 908-537-4156  
City Elizabeth State NJ Zip 07201 Fax# 908-289-4143  
Ordered by (Print or Type) Rosa Russo E-Mail R.Russo@bcnj.org  
Signature Rosa Russo Title Project Coordinator

MAIL OR FAX TO VISTA CONVENTION SERVICES BEFORE DEADLINE DATE

BILL TO

CLERK OF THE BOARD  
UC Admin Bldg - Rose Russo  
10 Elizabethtown Plaza  
Elizabeth, NJ 07207

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SHIP TO

UC CLERK OF THE BOARD  
UC ADMIN BLDING - ROSE RUSSO  
10 ELIZABETHTOWN PLAZA  
ELIZABETH, NJ 07207

VENDOR

VENDOR #: ATL50  
ATLANTIC CITY CONVENTION  
CENTER  
ONE CONVENTION BLVD  
ATLANTIC CITY, NJ 08401

COUNTY OF UNION, NEW JERSEY

THIS NUMBER MUST APPEAR ON ALL INVOICES,  
PACKING LISTS, CORRESPONDENCE, ETC.  
No. 11008481

ORDER DATE: 10/05/11  
REQUISITION NO: 11008210  
DELIVERY DATE:  
STATE CONTRACT: INJCP  
F.O.B. TERMS:

PAYMENT RECORD	
CHECK NO.	CHECK DATE

1-908-527-4000

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	VACUUM CARPET 96TH ANNUAL NJLM CONVENTION ATLANTIC CITY NOBEMBER 14-17, 2011 DAILY VACUUM STANDARD CARPET 10' X50'=500SQ. FEET X .20 CENT=\$100.00 \$100.00 X 3 DAYS=\$300.00  TOTAL:\$300.00	1-01-20-703-010-326	300.0000	300.00
			TOTAL	300.00

**RECEIVED**  
OCT 07 2011  
**FINANCE**

*Send  
check  
10/31/11*

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold, N.J.S.A. 40A:11-31, must comply with the requirement of P.L. 1975 c.127 (N.J.A.C. 17:27) (on reverse)

DEPARTMENT ATTEST  
DELIVERY SLIPS RECEIVED AND CHECKED

FOR PAYMENT - SIGN AND RETURN  
TO ABOVE "BILL TO ADDRESS"

SIGNATURE BELOW MUST BE ORIGINAL  
PLEASE MAKE COPY FOR YOUR RECORDS

PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF  
MATERIALS, SUPPLIES AND EQUIPMENT

VENDOR'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars and that the articles have been furnished or services rendered as stated therein, that no amount has been knowingly received by any person or persons within the knowledge of this claimant in connection with the above claim and that the amount therein stated is due to me and owing and that the same is earned by a vendor hereof.

10/20/11 *N. Russo*  
DATE SIGNATURE

10/10/11 *Beth Russo*  
DATE SIGNATURE

10/20/11 *Rose Russo*  
DATE SIGNATURE



## 2011 Exhibitor Services Booth Cleaning

**RATES OF SERVICE** (Based on total sq. footage of booth. Min. Charge is 100 sq. ft.)

Check Desired Service(s)	RATE
<input type="checkbox"/> Vacuum carpet (one time)	\$.25 per square foot.
<input checked="" type="checkbox"/> Vacuum carpet (multiple days)	\$.20 per square foot per day.

Booth Size 10450 sq. ft. x \$.20 Rate Above x 3 Day(s) + 7% sales tax = \$ 300.00

Event Name	NJ State League of Municipalities	Event Dates	Nov. 14 <sup>th</sup> - 17 <sup>th</sup> 2011	Booth #	30,352,354,356,358
Company	Union County	Authorized By			
Address	10 Elizabeth Town Place	City	Elizabeth	State	NJ
Phone	(908) 522-4156	Fax	(908) 594-143	On Site Representative	

**METHOD OF PAYMENT:**

- Orders must be received 14 days prior to show opening in order to receive the Advance Order Rate.
- Payment may be made by cash, check, money order or credit card, and must be in US Funds. A valid credit card number must be on file as guarantee of payment. Any remaining balance will be posted to the credit card. A \$30.00 charge will be made for returned checks. Orders placed on site must be paid by cash, credit or money order. Checks should be made payable to "Atlantic City Convention Center".

Select Payment Option:

Credit Card for all services       Money Order/Credit Card       Cash/Credit Card

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_ Circle one:      VISA    AMEX    MC

Name of Cardholder \_\_\_\_\_ Authorized Signature \_\_\_\_\_

**GENERAL CONDITIONS:**

- Atlantic City Convention Center will provide booth cleaning service.
- Vacuuming will be done either prior to show hours or after show hours for next day.

\*\*\*\*\*  
**Ordering Information:**

**To Order in Advance:**

- Fax filled out form with method of payment to 609-449-2464.
- Mail filled out form to: Atlantic City Convention Center, One Convention Blvd. Atlantic City, NJ 08401 Attn: Client Utilities Department.

**To Order on Site:**

- Visit ACCC Client Utilities Service Desk in Exhibit Hall.

ATLANTIC CITY CONVENTION CENTER (CLIENT UTILITIES)  
ONE CONVENTION BOULEVARD  
ATLANTIC CITY, NJ 08401  
TELEPHONE: (609) 449-2291 FAX: (609) 449-2464

**ILL TO**  
 UC Admin Bldg - Rose Russo  
 10 Elizabethtown Plaza  
 Elizabeth, NJ 07207

**SHIP TO**  
 UC CLERK OF THE BOARD  
 UC ADMIN BLDING - ROSE RUSSO  
 10 ELIZABETHTOWN PLAZA  
 ELIZABETH, NJ 07207

**VENDOR**  
 ACCC ELECTRICAL  
 ONE MISS AMERICA WAY  
 ATLANTIC CITY, NJ 08401

VENDOR #: ACC25

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**COUNTY OF UNION, NEW JERSE**

**PURCHASE ORDER VOUCHER**  
 THIS NUMBER MUST APPEAR ON ALL INVOICES,  
 PACKING LISTS, CORRESPONDENCE, ETC.

No. 11008465

ORDER DATE: 10/04/11  
 REQUISITION NO: 11008202  
 DELIVERY DATE:  
 STATE CONTRACT:  
 F.O.B. TERMS: I NJCP

**PAYMENT RECORD**  
 CHECK NO. CHECK DATE

1-908-527-4000

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	ELECTRICAL SERVICES 2011 NJ STATE LEAGUE MUNICIPALITIES CONVENTION NOVEMBER 14-17, 2011 ATLANTIC CITY 1-120V LIGHTING @ UTILITY OUTLETS \$120.0 1-208V MOTOR AND EQUIPMENT OUTLETS 60AMP \$680.00  TOTAL: \$800.00	1-01-20-703-010-326	800.0000	800.00
			TOTAL	800.00

*Sent check 10/31/11*

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A. 40a:11.3) must comply with the requirement of P.L. 1975, c. 127 (N.J.A.C. 17:27) (on reverse)

**DEPARTMENT ATTEST**  
 DELIVERY SLIPS RECEIVED AND CHECKED

10/20/11 DATE *M. Bilado* SIGNATURE

**FOR PAYMENT - SIGN AND RETURN  
 TO ABOVE "BILL TO ADDRESS"**

**SIGNATURE BELOW MUST BE ORIGINAL  
 PLEASE MAKE COPY FOR YOUR RECORDS**

**PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF  
 MATERIALS, SUPPLIES AND EQUIPMENT**

2/20/11 DATE *Vera Russo* SIGNATURE

**VENDOR'S CERTIFICATION & DECLARATION**  
 I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing, and that the amount charged is a reasonable one.

10-10-11 DATE *Beth Flynn* SIGNATURE

2011 Annual League of Municipalities  
November 14<sup>th</sup> - 17<sup>th</sup> 2011  
Atlantic City, NJ

# ELECTRICAL SERVICE ORDER FORM

COPY FOR YOUR RECORDS



**ELECTRICAL**

**Full payment is required to process order. Return with 100% remittance to:**  
 ACCC Electrical • One Convention Boulevard • Atlantic City, NJ 08401 USA • Phone (609) 449-2291 • Fax (609) 449-2464 FED ID#232511871  
**IF YOU FAX YOUR ORDER PLEASE PRINT OUT A FAX CONFIRMATION FOR YOUR RECORDS.**

COMPANY: Atlantic County Board of Supervisors BOOTH NUMBER: 350-353

CARDHOLDERS ADDRESS: 1000 1<sup>st</sup> Street CITY: Atlantic City STATE: NJ ZIP: 08401

PHONE: 609-449-2291 FAX: 609-449-2464 email address (invoice will be mailed at show unless): accce@acccelectrical.com

AUTHORIZED CONTACT SIGNATURE: [Signature] AUTHORIZED CONTACT • PLEASE PRINT: ROB RUSSO DATE: 10/3/11

MASTERCARD  VISA  AMERICAN EXPRESS EXPIRATION DATE: [Redacted]

ACCOUNT NUMBER: [Redacted]

CARDHOLDER SIGNATURE: [Signature] CARDHOLDER'S NAME • PLEASE PRINT: [Redacted]

X Credit card #/info Redacted per OPRA.

**ADVANCE RATE DEADLINE DATE:**  
**October 28<sup>th</sup> 2011**

*By signing and delivering this form to ACCC Electrical, customer agrees to all terms and conditions printed on this form.*  
**We do not accept orders without payment.**

QUANTITY	DESCRIPTION	ADVANCE RATE	REGULAR RATE	TOTAL
<b>120 V LIGHTING &amp; UTILITY OUTLETS</b>				
1	Up to 1000 watts	\$ 120.00	\$ 180.00	120 ✓
	Up to 2000 watts	\$ 150.00	\$ 225.00	

ACCE is not responsible for voltage fluctuation or power failure due to temporary conditions. For your protection you should install a surge protector on your equipment. All electrical installations and connections to all electrical service should be made by an ACCCE electrician. ACCCE will not be responsible for any damage or loss to any equipment component, computer hardware or software and/or any damage or injury to any person caused by the installation, connection or plugging in of any electrical outlet by an ACCCE electrician.

QUANTITY	DESCRIPTION	ADVANCE RATE	REGULAR RATE	TOTAL
<b>208V 1# MOTOR AND EQUIPMENT OUTLETS</b>				
All 208V connections require labor which will be billed at show. Maximum of one (1) Connection per outlet				
	20 Amp	\$ 320.00	\$ 480.00	
	30 Amp	\$ 390.00	\$ 585.00	
1	60 Amp	\$ 680.00	\$ 1020.00	680 ✓
	100 Amp	\$ 845.00	\$ 1270.00	
	200 Amp	\$ 1320.00	\$ 1990.00	

**IMPORTANT**

- 24-hour Power & Dedicated Circuits will be double the listed price. Please double rates. Use \* to indicate 24-HR outlets).
- To receive the advance rate, we must receive your order, along with payment in full or credit card authorization, on or before deadline date. All other orders will be charged at the regular rate.
- No credits will be issued on unused outlets or lights installed as ordered. Claims regarding services provided by ACCCE can not be considered unless filed by the exhibitor prior to the close of show. Cancellations must be faxed to our office three days prior to show move in. There will be a 25% surcharge on all cancellations.
- Electricity will be turned on within 30 minutes of show opening and off within 30 minutes after show closing.

**OUTLET LOCATION & DISTRIBUTION**

- All 110 volt electrical outlets will be installed on the floor at the draped backwall of inline and peninsula booths.
- All 110 volt electrical outlets for island booths will be set at one main location on the perimeter of the booth at our discretion if no floor plan provided. Labor is necessary in all island booths.
- Any additional power locations are chargeable on a time and material basis.
- Distribution and connection of outlets are chargeable on a time and material basis. Please call regarding placement of 208 volt outlets.

All services larger than 100 amps may be subject to an additional labor charge.

QUANTITY	DESCRIPTION	ADVANCE RATE	REGULAR RATE	TOTAL
<b>208V 3# MOTOR AND EQUIPMENT OUTLETS</b>				
Maximum of one (1) Connection per outlet				
	20 Amp	\$ 395.00	\$ 590.00	
	30 Amp	\$ 465.00	\$ 690.00	
	60 Amp	\$ 745.00	\$ 1100.00	
	100 Amp	\$ 895.00	\$ 1300.00	
	200 Amp	\$ 1550.00	\$ 1950.00	

**ELECTRICAL LABOR**

- Labor rates are subject to labor contract effective at time of show.
- Labor before 8:00am and after 4:30pm and Saturdays, Sundays and holidays will be at the overtime rate.
- Electricity Labor Rates \$108.00 per hour Regular Time, \$216.00 per hour Overtime. Labor is billed in half-hour increments with a minimum of one hour. Dismantle labor is half that of the total installation labor. Overtime labor will be charged for shows closing @ 2pm.
- Forklift Rates prevailing labor rates (one hour minimum) plus \$250.00 forklift rental.
- Starting time can only be guaranteed when labor is requested for the start of the working day at 8:00am. The minimum charge per booth is one hour for installation and one-half (1/2) hour for dismantle. Time will commence per exhibitor's request. Failure to start labor at requested time will result in a one hour charge per electrician requested, unless 24-hour advance notice is provided in writing.
- Supervision is required on larger or island booths.

**ACCC ELECTRICAL JURISDICTION**  
(Requires labor and/or material)

- All under-carpet distribution of electrical wiring.
- All distribution, light hanging or general labor in any space larger than 200 sq. ft.
- All facility overhead distribution of electrical wiring, including coaxial cable, fiber optics, twisted pair, etc. and the distribution of same from product to booth and from booth to booth.
- All connections requiring 208 volts and above.
- All motor and equipment hook-ups requiring hard wiring connections.
- Installation and/or repair of electrical fixtures.
- Installation of all computers.
- Installation of electrical motors and electrical apparatus to be energized.
- All electrical signs and headers.
- Labor is required to inspect equipment pre-wired to plug into our system.
- Exhibitors are not permitted to use power unless ordered. Exhibitors found using outlets without an order will be subject to the regular rate for outlets used.

QUANTITY	DESCRIPTION	ADVANCE RATE	REGULAR RATE	TOTAL
<b>TRANSFORMER(S)</b>				
Circle Outlets Requiring Boost				
	Boosts 208V to 230V	\$ 185.00	\$ 230.00	
<b>480V 3# MOTOR AND EQUIPMENT OUTLETS</b>				
All 480V connections require labor which will be billed at show.				
	30 Amp	\$ 870.00	\$ 1300.00	
	60 Amp	\$ 1120.00	\$ 1635.00	

Price includes outlet and labor (for track and flood lights only) Placement of floodlights is at the front corners of your in-line booth.  
 Any other location(s) or installation time will require an additional labor charge.

QUANTITY	DESCRIPTION	ADVANCE RATE	REGULAR RATE	TOTAL
<b>FLOOD LIGHTS</b>				
	120 Watt	\$ 105.00	\$ 150.00	
	Dbl 120 Watt	\$ 135.00	\$ 205.00	
	250 Watt Krypton	\$ 140.00	\$ 210.00	
	Overhead Quartz*	\$ 355.00	\$ 540.00	

QUANTITY	DESCRIPTION	ADVANCE RATE	REGULAR RATE	TOTAL
<b>TRACK LIGHTS Not available in all locations on the show floor.</b>				
	4' Track w/3 Lights	\$ 154.00	\$ 245.00	\$
	Add 1 50 Watt Halogen	\$ 43.00	\$ 68.00	

1. SUB TOTAL	\$ 16,000.00
2. SALES TAX 7%	\$ 1,120.00
3. PAYMENT ENCLOSED	\$ 14,880.00

\*REQUIRES LABOR AND/OR LIFT AT ADDITIONAL CHARGE NOT AVAILABLE AT SOME LOCATIONS. FLOOR PLAN IS REQUIRED FOR QUARTZ LIGHTS.

**Important information on reverse side.**

**ALL CONNECTION AND LABOR RATES SUBJECT TO CHANGE.**

**LABOR REQUEST FOR ELECTRICAL DISTRIBUTION:**

Date: \_\_\_\_\_ Time: \_\_\_\_\_  
 This Labor order will not be processed until we receive a completed electrical order, credit card authorization, and/or floor plan. Please indicate neighboring booth and aisle numbers.

- DO NOT Proceed - Exhibitor Will Call For Labor
- OK TO Proceed Without Supervision - Per Attached Floor Plan

**METHOD OF PAYMENT**

- Check Enclosed No. \_\_\_\_\_
- Credit Card Provide Information Above

Your credit card authorization is required for labor and material charges. For your convenience we will also charge the card for any additional amounts incurred as a result of showsite orders placed by you or your representative. All returned checks are subject to a \$30.00 fee.

COUNTY OF UNION, NEW JERSEY

**PURCHASE ORDER VOUCHER**  
THIS NUMBER MUST APPEAR ON ALL INVOICES  
 PACKING LISTS, CORRESPONDENCE, ETC.

No. 11008166

ORDER DATE: 09/21/11  
 REQUISITION NO: 11007854  
 DELIVERY DATE:  
 STATE CONTRACT: \* I NJCP  
 F.O.B. TERMS:

PAYMENT RECORD	
CHECK NO.	CHECK DATE

1-908-527-4000

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<b>BILL TO</b>	Clerk of the Board UC Admin Bldg - Rose Russo 10 Elizabethtown Plaza Elizabeth, NJ 07207
<b>SHIP TO</b>	UC CLERK OF THE BOARD UC ADMIN BLDING - ROSE RUSSO 10 ELIZABETHTOWN PLAZA ELIZABETH, NJ 07207
<b>VENDOR</b>	VENDOR #: NJS24 NJ STATE LEAGUE OF MUNICIPALIT 222 WEST STATE STREET TRENTON, NJ 08608

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	REGISTRATION FOR BOOTHS REGISTRATION FOR BOOTHS AT THE 96TH ANNUAL LEAGUE MUNICIPALITIES CONFERENCE IN ATLANTIC CITY, NJ NOVEMBER 14-17, 2011  \$700.00 / BOOTH X 5 = \$3,500.00 TOTAL	1-01-20-703-010-326	3,500.0000	3,500.00
			TOTAL	3,500.00

*Send Check 10/5/11*

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A.40a:11.3) must comply with the requirement of P.L. 1975, c. 127(N.J.A.C. 17:27) (on reverse)

**DEPARTMENT ATTEST**  
 DELIVERY SLIPS RECEIVED AND CHECKED

10/3/11 *R. Russo*  
 DATE SIGNATURE

**FOR PAYMENT - SIGN AND RETURN  
 TO ABOVE 'BILL TO ADDRESS'**

**SIGNATURE BELOW MUST BE ORIGINAL  
 PLEASE MAKE COPY FOR YOUR RECORDS**

**PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF  
 MATERIALS, SUPPLIES AND EQUIPMENT**

10/3/11 *Rose Russo*  
 DATE SIGNATURE

**VENDOR'S CERTIFICATION & DECLARATION**

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

10/23/11 *X [Signature]*  
 DATE SIGNATURE



# EXHIBITOR INFORMATION FORM

New Jersey State League of Municipalities - 96<sup>th</sup> Annual League Conference  
Atlantic City Convention Center – Atlantic City, New Jersey  
November 14, 15, 16, 17, 2011

## Exhibit Booth Information

- > Number of booths requested @ ~~\$1,400.00~~ <sup>\$700.00</sup> each 5. All booths are 10' x 10'.
- > Booth locations, in order of preference (Please refer to 2011 Floor Plan):  
Special request? Please attach a separate sheet.

1<sup>st</sup> 0350 2<sup>nd</sup> 0352 3<sup>rd</sup> 0354 4<sup>th</sup> 0356 - 0358  
ALL VEHICLES, TRAILERS AND HEAVY EQUIPMENT MUST BE DISPLAYED IN "HEAVY EQUIPMENT" AREAS.  
SEE "HEAVY EQUIPMENT" AREA BOOTH NUMBERS HIGHLIGHTED IN COLOR ON THE FLOOR PLAN.

## Additional Contact Information

Who should we contact if we have additional questions about your exhibit? They will not receive any mailings.

Name: ROSA RUSSO Title: PROJECT COORDINATOR  
Phone: (908) 527-4156 ext. 4156 Fax: (908) 289-4143 E-mail: RRUSSO@CCNJ.org

## Conference Program Information

NOTE: This section must be completed in its entirety. Assignment will not be made without this information.  
2010 Exhibitors May Indicate "Same as Last Year". Printed Program deadline is October 3, 2011

> **Company/Exhibit Name:**

Maximum of 30 spaces; will appear the same in the program, on all badges and your exhibit booth sign.

U N I O N C O U N T Y G O V E R N M E N T S E R V I C E S  
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

> **Conference Program Address and Phone Number:**

Address: 10 ELIZABETHTOWN PLAZA  
City ELIZABETH State NJ Zip: 07207  
Phone Number ( 908 ) 527-4156 (10 digits only)

> **Conference Program Index/Category listing:**

(One or two words only, ie: Architect, Telecommunications, Banking, Recycling Equipment, etc.)

FREEHOLDERS

> **Conference Program Product/Service Description:**

(MAXIMUM OF 100 Letters & Spaces- NOT WORDS! Will appear directly under your company name, address and phone number in the program; do not include them as part of the description)

Union County Government Serving 21  
Municipalities in Union County

# Clarifying Addendum to Space Contract

New Jersey State League of Municipalities - 96<sup>th</sup> Annual League Conference

Atlantic City Convention Center - Atlantic City, New Jersey

November 14, 15, 16 and 17, 2011

**This addendum MUST be signed and accompany your Exhibitor Information Form, Space Contract, and payment. This addendum does not change any portion of the Space Contract.**

We are directing your added attention to two specific sections of the contract; section 3 and section 6. These sections deal with issues that have become disruptive to the conference in such a way as to affect the quality of the conference. You are urged to read these sections in full before signing the Space Contract.

These are not new provisions however; the League will vigorously enforce these portions of the contract.

Specifically:

- > **INSTALLATION & DISMANTLING OF EXHIBITS.** Your exhibit **MUST** be setup between 8:00 am and 5:00 pm, Monday, November 14, 2011. If you are not set up by 5:00 Monday your space will be re-assigned to other exhibitors and you will not be permitted to exhibit. No set up is permitted on Tuesday, November 15, 2011.

**Dismantling may not commence before 1:00 p.m., Thursday, November 17, 2011.** League staff will review the exhibit hall prior to closing and note violators that break down early. **Violators will not be eligible to exhibit at future League Conferences.**

**There will be no exceptions to this schedule!** If you have conflicts with this mandatory schedule, you may have Vista Convention Services receive and set your exhibit on Monday, then pack and ship your exhibit on Thursday. Forms for that service will be included in a Service Kit mailed in September.

- > **RESTRICTIONS ON DISPLAYS.** All displays must be arranged in such a manner as not to annoy other exhibitors or the exposition in general. This specifically includes but is not limited to sound, light, and vibrations.

**Any exhibit which, in the sole and exclusive determination of the New Jersey State League of Municipalities Executive Director or Assistant Executive Director is disruptive, or is an impediment to other exhibits will not be permitted. Violators who will not cease such activities will be removed from the conference without refund, and become ineligible to exhibit at future League Conferences.**

I have read this addendum and agree to abide by it and the Space Contract.

Exhibit Company Name Union County Freeholders

Signature Rosa Russo

Date \_\_\_\_\_

Printed Name and Title ROSA RUSSO PROJECT COORDINATOR

# EXHIBIT SPACE CONTRACT

New Jersey State League of Municipalities - 96<sup>th</sup> Annual League Conference  
Atlantic City Convention Center - Atlantic City, New Jersey  
November 14, 15, 16, 17, 2011

Mail To: New Jersey State League of Municipalities  
222 West State Street, Trenton, NJ 08608

Kristin Lawrence, Exhibit Manager  
Phone: (609) 695-3481 x 125

Please enter our order for 5 exhibit booth(s) at \$1,400.00 per booth, to exhibit at the 96<sup>th</sup> Annual League Conference. Enclosed is our deposit of \$700.00 per booth, for a total deposit of \$ 3,500.00

Please make check payable to: New Jersey State League of Municipalities. Exhibit space will be released, if full payment is not received by September 2, 2011. We will remit the balance due by September 2, 2011.

The League reserves the absolute right to reassign space upon which final payment has not been received by September 2, 2011. AFTER SEPTEMBER 2, 2011, NO SPACE WILL BE ASSIGNED UNLESS THE CONTRACT IS ACCOMPANIED WITH FULL PAYMENT. THE NEW JERSEY LEAGUE OF MUNICIPALITIES DOES NOT ACCEPT CREDIT CARDS.

IN CASE OF CANCELLATION, NO REFUNDS CAN BE MADE.

Balance due on exhibit space will be due in full whether or not exhibit space is occupied at the Conference. The League reserves the absolute right to assign all booths so as to best meet the needs of all the exhibitors. Space is assigned in the order in which completed contracts and checks are received. Additional factors considered in assigning space include: past participation in League Conferences; advertising in NEW JERSEY MUNICIPALITIES; exhibitor's choice of space; number of booths required; and need for special requirements.

We agree not to schedule any hospitality, social, or business function which competes with League Conference sessions. Therefore, no events may be held between 8:30 a.m. - 5:00 p.m. "Early Bird" breakfasts must be concluded by 8:30 a.m., so that attending officials can arrive at their meetings by 9:00 a.m. Failure to abide by these conditions will result in cancellation of the exhibit Space Contract, forfeiture of the exhibit booth space, and forfeiture of future eligibility to exhibit at League Conferences.

\*\* NOTE: We understand that additional services or equipment such as booth furnishings, electrical services, plumbing service, carpentry, telephone, drayage, etc., will be extra and charged at the usual rates. We will make necessary arrangements for such services and/or equipment at least two weeks in advance. We further understand that all work in the Atlantic City Convention Center must be done by the respective union personnel having the jurisdiction. An exhibitor accepting an offer of assistance, service, or equipment from representatives of any company, will be billed for the service rendered.

We have read the Space Contract, "Rules and Instructions", and all of the material in the exhibit brochure and agree that the "Rules and Instructions" shall be deemed to be a part of, and incorporated in, the agreement between the exhibitor and the League. Exhibitors not in compliance with the regulations will be put on the following year's waiting list, or in the case of serious willful infractions, made ineligible for future Conferences. Please note: October 3, 2011 is the deadline to be included in the printed conference program.

Authorized by ROSA RUSSO Title PROJECT COORDINATOR  
PLEASE PRINT PLEASE PRINT

Signature Rosa Russo Date 9/20/11  
PLEASE PRINT

**UNSIGNED CONTRACTS WILL BE RETURNED - THIS WILL DELAY ASSIGNMENT OF EXHIBIT SPACE**

ALL CORRESPONDENCE, INVOICES, HOUSING & SERVICE FORMS WILL BE SENT TO: (You may attach a business card)  
The following contact will be sent many important mailings. Please advise us immediately of any changes.

Contact Name: (Mr./Ms./Mrs.) ROSA RUSSO Title PROJECT COORDINATOR

Exhibit/Company Name UNION COUNTY FREEHOLDERS

Address 10 ELIZABETHTOWN PIKE Suite/Building \_\_\_\_\_

City ELIZABETH State NJ Zip 07207

Phone 908532-4156 Ext. 4156 Fax (908)289-4143 Cell Phone [REDACTED]

E-Mail RRusso@UCNJ.org cell ph# redacted per OPRA.

(important information continued on next page)



New Jersey State League  
of Municipalities

222 West State Street Trenton, NJ 08608  
Attn: Exhibits Department  
Phone: (609) 695-3481 Ext. 125 or 116  
Fax: (609) 695-5156

# INVOICE

**BILL TO:** UNION COUNTY FREEHOLDERS

Mrs. Rosa Russo, Project Coordinator

10 Elizabethtown Plaza

Elizabeth, NJ 07207

**BILLING DATE:** September 28, 2011

**INVOICE NUMBER:** NJ11-0350

**DUE DATE:** September 2, 2011

**RE:** 96th Annual League Conference - November 14, 15, 16, 17 2011

Atlantic City Convention Center - Atlantic City, NJ

Description	Total Booths	Rate	Amount
<b>Booth Assignment:</b> 0350 0352 0354 0356 0358	5	\$700.00	\$3,500.00
<p>IMPORTANT NOTE: INVOICED AT 1/2 RATE/HEAVY EQUIPMENT AREA - BATTERIES MUST BE DISCONNECTED &amp; FUEL TANK CAPS MUST BE TAPED OR LOCKED.</p>			
<b>Total:</b>			\$3,500.00
<b>Deposit Received:</b>			\$0.00
Check/PO # 11008166 (PO)			

**TOTAL BALANCE DUE:** \$3,500.00

Please indicate invoice number on your check and make payable to: NJ State League of Municipalities

NJSLM TAXPAYER ID NUMBER: 21-6000935

WE DO NOT ACCEPT CREDIT CARDS

PLEASE NOTE: THIS IS THE ONLY BILLING YOU WILL RECEIVE. PLEASE FORWARD TO APPROPRIATE PERSONNEL. BALANCE DUE, IF ANY, DUE IN THE LEAGUE OFFICE BY SEPTEMBER 2, 2011. BOOTH SPACE WILL BE RELEASED IF PAYMENT IS NOT RECEIVED BY SEPTEMBER 2, 2011.

*We look forward to your participation in the 2011 Annual League Conference!*

**COUNTY OF UNION, NEW JERSEY**

**PURCHASE ORDER/VOUCHER**  
THIS NUMBER MUST APPEAR ON ALL INVOICES,  
 PACKING LISTS, CORRESPONDENCE, ETC.

No. 11010153

ORDER DATE: 12/14/11  
 REQUISITION NO: 11010037  
 DELIVERY DATE: 12/13/11  
 STATE CONTRACT: I NJCP  
 F.O.B. TERMS:

PAYMENT RECORD	
CHECK NO.	CHECK DATE

1-908-527-4000

Pg 1

L L T O	UC Administration Building 10 Elizabethtown Plaza Elizabeth, NJ 07207
S H I P T O	UC COUNTY MANAGER UC ADMINISTRATION BUILDING 10 ELIZABETHTOWN PLAZA ELIZABETH, NJ 07207
V E N D O R	VENDOR #: 1WA45  WAGNER AMY COUNTY MANAGER

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	LODGING REIMBURSEMENT FOR THE LEAGUE OF MUNICIPALITIES CONFERENCE HELD IN ATLANTIC CITY ON NOVEMBER 15TH THROUGH NOVEMBER 17TH.	1-01-20-703-020-385	112.3500	112.35
			TOTAL	112.35

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A.40a:11.3) must comply with the requirement of P.L. 1975, c 127(N.J.A.C. 17:27) (on reverse)

**DEPARTMENT ATTEST**  
 DELIVERY SLIPS RECEIVED AND CHECKED

12-15-11 *Sherida Badri*  
 DATE SIGNATURE

**FOR PAYMENT - SIGN AND RETURN  
 TO ABOVE "BILL TO ADDRESS"**

**SIGNATURE BELOW MUST BE ORIGINAL  
 PLEASE MAKE COPY FOR YOUR RECORDS**

**PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF  
 MATERIALS, SUPPLIES AND EQUIPMENT**

12/15/11 *[Signature]*  
 DATE SIGNATURE

**VENDOR'S CERTIFICATION & DECLARATION**

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

12-15-11 X *Amy Wagner*  
 DATE SIGNATURE



# COUNTY OF UNION

OFFICE OF THE COUNTY MANAGER  
*George W. Devanney, County Manager*

## MEMORANDUM

### BOARD OF CHOSEN FREEHOLDERS

DANIEL P. SULLIVAN  
*Chairman*

DEBORAH P. SCANLON  
*Vice Chairman*

ANGEL G. ESTRADA

MOHAMED S. JALLOH

BETTE JANE KOWALSKI

ALEXANDER MIRABELLA

RICK PROCTOR

RAYLAND VAN BLAKE

NANCY WARD

GEORGE W. DEVANNEY  
*County Manager*

M. ELIZABETH GENIEVICH,  
C.M.C., M.P.A.  
*Deputy County Manager/  
Director of Administrative  
Services*

ROBERT E. BARRY, ESQ.  
*County Counsel*

NICOLE L. DiRADO,  
R.M.C., M.P.A.  
*Clerk of the Board*

TO: Alfred Faella, County Manager

FROM: Amy Wagner, Division of Intergovernmental Policy & Planning

DATE: November 29, 2010

RE: New Jersey League of Municipalities-Post Conference Report

I attended the New Jersey League of Municipalities November 15 through November 17. While there I attended the several seminars. I also had an opportunity to acquire information about ambulances should we decide to add any additional vehicles in the future. Additionally, I was able to discuss several of our shared service opportunities with representatives from Union County municipalities. Much information was disseminated and gained from these discussions.

Attached please find my EPEC for this conference as well as receipts for expenses incurred at the conference.

ADMINISTRATION BUILDING

*Elizabethtown Plaza*

*Elizabeth, NJ 07207*

*(908)527-4200*

*fax(908)289-0180*

*www.ucnj.org*

*We're Connected to You!*



**COUNTY OF UNION**  
**EMPLOYEE PERSONAL EXPENSE CLAIM (E.P.E.C.)**

EMPLOYEE NAME Amy Wagner  
 DEPARTMENT NAME/DIVISION NAME County Manager / Div. of Intergovernmental Policy & Planning  
 ACCOUNT # \_\_\_\_\_

**DESCRIPTION OF COURSE/CONFERENCE**

DEPARTURE DATE 11/15/11 START DATE 11/15/11 END DATE 11/17/11  
 COURSE/CONFERENCE/SPONSOR NJ League of Municipalities Conference  
 LOCATION Atlantic City Convention Center

**REQUEST FOR PERMISSION TO ATTEND**

DEPT/DIV HEAD Chris Ranta  
 DEPT OF FINANCE J. Orlight 11/14/11 SUFFICIENCY OF FUNDS \_\_\_\_\_  
 COUNTY MANAGER Sandra Bader

**DESCRIPTION OF EXPENSES**

DESCRIPTION	COUNTY SUB ACCT	GRANT SUB ACCT	ESTIMATED EXPENSES	ACTUAL EXPENSES	COMMENTS
OTHER EXPENSE	326	_____	_____	_____	_____
TRAVEL	383	_____	_____	_____	_____
MEAL	384	_____	_____	_____	_____
LODGING	385	<u>(b)</u>	<u>300.00</u>	<u>112.35</u>	_____
REGISTRATION	387	_____	_____	_____	_____
TIME ONLY					
TOTAL			<u>300.00</u>	<u>112.35</u>	

I HEREBY CERTIFY THAT THE ABOVE LISTED EXPENDITURES ARE AS A RESULT OF MY DUTIES AS A COUNTY EMPLOYEE.

EMPLOYEE'S SIGNATURE Amy Wagner DATE: 11-10-11  
 COMPTROLLER'S SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

IN ACCORDANCE WITH N.J.S.A. 40A:5-16. THE DIRECTOR OF FINANCE/COMPTROLLER IS AUTHORIZED TO REJECT ANY VOUCHER FOR REIMBURSEMENT WHICH DOES NOT COMPLY WITH ABOVE.



COUNTY OF UNION  
 County Manager  
 UC Administration Building  
 10 Elizabethtown Plaza  
 Elizabeth, NJ 07207

REQUISITION	
NO.	11010037

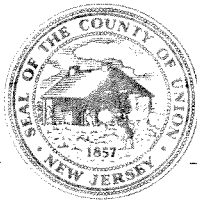
SHIP TO	UC COUNTY MANAGER UC ADMINISTRATION BUILDING 10 ELIZABETHTOWN PLAZA ELIZABETH, NJ 07207
VENDOR	VENDOR #: 1WA45 WAGNER AMY COUNTY MANAGER ,

ORDER DATE: 12/13/11  
 DELIVERY DATE: 12/13/11  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	LODGING REIMBURSEMENT FOR THE LEAGUE OF MUNICIPALITIES CONFERENCE HELD IN ATLANTIC CITY ON NOVEMBER 15TH THROUGH NOVEMBER 17TH.	1-01-20-703-020-385	112.3500	112.35
			TOTAL	112.35

\_\_\_\_\_  
 REQUESTING DEPARTMENT

\_\_\_\_\_  
 DATE



# COUNTY OF UNION

OFFICE OF THE COUNTY MANAGER  
*George W. Devanney, County Manager*

## MEMORANDUM

**BOARD OF  
CHOSEN FREEHOLDERS**

---

DANIEL P. SULLIVAN  
*Chairman*

DEBORAH P. SCANLON  
*Vice Chairman*

ANGEL G. ESTRADA

MOHAMED S. JALLOH

BETTE JANE KOWALSKI

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*Deputy County Manager/  
Director of Administrative  
Services*

ROBERT E. BARRY, ESQ.  
*County Counsel*

NICOLE L. DIRADO,  
R.M.C., M.P.A.  
*Clerk of the Board*

TO: Alfred Faella, County Manager

FROM: Amy Wagner, Division of Intergovernmental Policy & Planning

DATE: November 10, 2011

RE: New Jersey League of Municipalities

Attached please find an EPEC for permission to attend the New Jersey League of Municipalities Conference November 15-17, 2010.

The costs associated with my attendance at the conference will be incurred by me.

Attending this conference will allow me to gain useful information from seminars related to shared services, affordable housing and economic development. Attached please find a highlighted copy of the seminars I plan to attend.

I thank you in advance for your consideration.

**ADMINISTRATION BUILDING**

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*fax(908)289-0180*

*www.ucnj.org*

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**Creating a Community  
with a Common Vision**

New Jersey State League of Municipalities

**96<sup>th</sup> Annual  
Conference**

ATLANTIC CITY CONVENTION CENTER  
NOVEMBER 15-17 2011

# DAILY SCHEDULE

## TUESDAY, NOVEMBER 15

Registration Opens – 9:00 a.m. – 5:00 p.m. – Atlantic City Convention Center  
Exhibits Open – 9:00 a.m. – 5:00 p.m. – Atlantic City Convention Center

	Time	Room	Page
Registrars.....	8:00 a.m.	Bally's	113
Assessors.....	10:00 a.m.	402	80
Municipal Clerks.....	10:00 a.m.	402	86
Finance Officers.....	10:00 a.m.	402	93
Planning Officials.....	10:00 a.m.	308	100
Planning Officials.....	10:00 a.m.	310	101
Registrars.....	10:00 a.m.	Bally's	113
Tax Collectors and Treasurers.....	10:00 a.m.	402	114
3rd Annual Sustainable Jersey Luncheon.....	12:00 noon	Sheraton	15
Fox Rothschild LLP – Vendor Solution Session: .....	12:00 noon	317	75
“Chapter 9 – Is it the Answer for Financially Challenged Municipalities?”			
Finance Officers.....	1:00 p.m.	402	94
Tax Collectors and Treasurers.....	1:00 p.m.	402	114
Assessors.....	1:30 p.m.	322	80
Planning Officials.....	1:30 p.m.	308	100
Planning Officials.....	1:30 p.m.	310	101
League Consulting Period .....	2:00 p.m.	Hall A	21
League Workshop: Orientation: Getting the Most .....	2:00 p.m.	319	16
from your Conference Experience			
League Workshop: Effective Green Teams.....	2:00 p.m.	301	17
League Joint Workshop with Government Finance .....	2:00 p.m.	302	17
Officers Association and Tax Collectors and Treasurers Association: Municipal Budget and Financial Policy Updates			
League Workshop: The Need to Stay Connected .....	2:00 p.m.	420	18
with the Senior Population and Services			
League Workshop: Ways to Save Money with .....	2:00 p.m.	404	18
Technology			
League Workshop: A Successful Political .....	2:00 p.m.	312	19
Campaign, Characteristics, Features and Strategies			
League Joint Workshop with New Jersey Planning .....	2:00 p.m.	411	20
Officials: Balancing Land Use and Green Energy			
Municipal Clerks.....	2:00 p.m.	417	86
Court Administrators.....	2:00 p.m.	418	91
Finance Officers.....	2:00 p.m.	302	94
Finance Officers.....	2:00 p.m.	419	94
Planning Officials.....	2:00 p.m.	314	101
Planning Officials.....	2:00 p.m.	315	102
Planning Officials.....	2:00 p.m.	411	102
Purchasing Agents.....	2:00 p.m.	410	109
Registrars.....	2:00 p.m.	403	113
Tax Collectors and Treasurers.....	2:00 p.m.	302	115
Tax Collectors and Treasurers.....	2:00 p.m.	419	114
Recreation.....	2:30 p.m.	316	112
Resolutions Committee.....	3:00 p.m.	320	30
Assessors.....	3:00 p.m.	304	80
League Workshop: The Changing Downtown .....	3:45 p.m.	313	30
(Co-sponsored with Downtown New Jersey, Inc.)			
League Joint Workshop with Government Finance .....	3:45 p.m.	303	31
Officers Association and Tax Collectors and Treasurers Association: Division of Pensions and Benefits Update on Retirement Planning and Employee Benefits and Services			
League Workshop: Sustainable Jersey Award.....	3:45 p.m.	318	31
Winners			
League Workshop: “It Ain’t Just Academics – .....	3:45 p.m.	408	32
How University IT Groups Can Assist Towns”			
League Workshop: Clean Communities Funding .....	3:45 p.m.	401	33
Relieves Strained Municipal Budgets			
League Joint Workshop with Governmental .....	3:45 p.m.	412	33
Purchasing Association: How Do We Purchase Energy?			
League Workshop: How Much Are Your .....	3:45 p.m.	415	34
“Incomplete” Streets Costing You?			
League Workshop: Crisis Communications .....	3:45 p.m.	421	35
Planning – Dealing with Risk, Facing Responsibility			
Finance Officers.....	3:45 p.m.	303	95
Purchasing Agents.....	3:45 p.m.	412	109
Tax Collectors and Treasurers.....	3:45 p.m.	303	115

## WEDNESDAY, NOVEMBER 16

Registration and Exhibits Open — 8:30 a.m. — 5:00 p.m. — Atlantic City Convention Center

	Time	Room	Page
Engineers .....	8:30 a.m.	306	92
Municipal Clerks .....	8:30 a.m.	Tropicana	87
League Joint Session with New Jersey Planning .....	9:00 a.m.	401	36
Officials: Commissioner's Roundtable — The State of the State Plan			
League Joint Session with Governmental .....	9:00 a.m.	304	36
Purchasing Association: Contracting Out for Municipal Services			
League Session: Repetitive Flooding — New .....	9:00 a.m.	418	37
Jersey's Lessons from the Passaic River Basin			
League Session: Alternative Energy — Funding .....	9:00 a.m.	322	38
Opportunities			
League Session: Grant Funding — Impact of .....	9:00 a.m.	421	38
2010 Census			
League Session: Government in the Cloud — What .....	9:00 a.m.	415	39
You Need to Know About Cloud-Based Computing			
League Session: Social Media and Electronic .....	9:00 a.m.	320	40
Communications — The Impact of Technology in the Workplace			
League Session: Updates to Brownfields and .....	9:00 a.m.	315	40
UST Funding			
Assessors .....	9:00 a.m.	Bally's	81
Finance Officers .....	9:00 a.m.	403	95
Planning Officials .....	9:00 a.m.	401	102
Purchasing Agents .....	9:00 a.m.	304	109
Tax Collectors and Treasurers .....	9:00 a.m.	Tropicana	116
Welfare .....	9:00 a.m.	307	118
Court Administrators .....	9:30 a.m.	Tropicana	91
Recreation .....	9:30 a.m.	316	112
Assessors .....	10:00 a.m.	Bally's	81
Building Officials .....	10:00 a.m.	Trump Plaza	85
Engineers .....	10:00 a.m.	305	92
Fire Officials .....	10:00 a.m.	Hall A	97
Tax Collectors and Treasurers .....	10:00 a.m.	Tropicana	116
League Session: Local Policing — Expanding .....	10:45 a.m.	301	41
Reach With Limited Resources			
League Session: Elected Officials and the Police .....	10:45 a.m.	404	41
Department — When Does Regulation Constitute Interference?			
League Session: Ensuring Ethical Government .....	10:45 a.m.	303	42
at the Municipal and State Level (Part of the Arthur J. Holland Program on Ethics in Government)			
League Session: Tool Kit Reform — One Year Later .....	10:45 a.m.	411	43
League Session: Former Governor's Focus on .....	10:45 a.m.	201/202	43
"On Those Odd-Numbered Years"			
League Session: Sustainable Jersey Program .....	10:45 a.m.	308/309	44
Updates and Accomplishments			
League Session: Pilots — Unnecessary Developer .....	10:45 a.m.	313	45
Subsidy or Critical Development Tool?			
League Session: Pension Reforms — What Do .....	10:45 a.m.	402	45
They Mean?			
League Session: Tax Liens, Collections and .....	10:45 a.m.	419	46
Financing — Making Abandoned Properties Marketable (Held in Conjunction with the Urban Mayors Association)			
Assessors .....	10:45 a.m.	Bally's	81
Purchasing Agents .....	10:45 a.m.	417	110
Prosecutors .....	11:00 a.m.	413	107
Public Works .....	11:00 a.m.	412	108
Yeager Engineered Systems — Vendor Solution .....	12:00 noon	310	76
Session: Fuel Tank Compliance and Solutions State Contract Approved			
Assessors Luncheon .....	12:00 noon	Bally's	81
Building Officials Luncheon .....	12:00 noon	Trump Plaza	85
Engineers Luncheon .....	12:00 noon	302	92
Managers Luncheon .....	12:00 noon	319	100
Planning and Zoning Administrators Luncheon .....	12:00 noon	Trump Plaza	103
Public Works Luncheon .....	12:00 noon	412	108

# DAILY SCHEDULE

# DAILY SCHEDULE

## WEDNESDAY, NOVEMBER 16 (CONTINUED)

	Time	Room	Page
Purchasing Agents Luncheon.....	12:00 noon	Sheraton	110
Recreation Luncheon.....	12:00 noon	318	112
Planning Officials.....	12:00 noon	407	103
Mayors' Box Luncheon – "An Open Dialogue on Mayors Issues with the Governor's Cabinet"	12:15 p.m.	Sheraton	46
American Traffic Solutions – Vendor Solution Session: Making Life Safe and Easier on the Road Ahead	1:00 p.m.	420	77
Cafaro Greenleaf – Vendor Solution Session: Re-Defining Defined Benefit Plans	1:00 p.m.	415	77
CFG Health Network – Vendor Solution Session: "Utilizing Innovative Technologies to Increase Psychiatry Access"	1:00 p.m.	317	77
CLEANEARTH, Inc. – Vendor Solution Session: Municipal Liability and Responsibility for Treatment and Disposal of Contaminated Soils	1:00 p.m.	312	78
Court Administrators.....	1:00 p.m.	320	91
Finance Officers.....	1:00 p.m.	417	95
Finance Officers.....	1:00 p.m.	421	96
Health Officers.....	1:00 p.m.	405/406	99
Prosecutors.....	1:00 p.m.	416	107
Tax Collectors and Treasurers.....	1:00 p.m.	417	116
Tax Collectors and Treasurers.....	1:00 p.m.	421	116
Attorneys.....	1:15 p.m.	321	82
League Session: Legislative Leaders Answer the Question, "Who Moved my Toolkit?"	2:00 p.m.	201/202	47
League Session: Volunteerism in Municipal Government – Assets and Liabilities	2:00 p.m.	314	48
League Tandem Session: Elected Officials Refresher on Budget, Procurement and Finance in Purchasing Issues – Part 1	2:00 p.m.	322	49
League Session: Sustainable Jersey – Addressing Equity & Environmental Justice in Your Community	2:00 p.m.	419	49
League Session: Transportation Local Aid Programs in New Jersey – Developing the right Projects for the Right Programs	2:00 p.m.	304	50
League Session: A New Course of Action for Business Growth and Job Creation, the "Partnership for Action"	2:00 p.m.	418	51
League Session: Reducing Your 2012 and 2013 Workers Compensation and Liability Budget	2:00 p.m.	408/409	51
League Tandem Session: Shared Services – Retrospective: The Lakewood (CA) Plan – A Method to Share Services in New Jersey – Part 1	2:00 p.m.	411	52
League Session: Do's and Don'ts of Local Government Ethics	2:00 p.m.	303	53
League Joint Session with the Municipal Clerks' Association of New Jersey and the Governmental Purchasing Association: Understanding the "RFQ's" and "RFP's" in Purchasing	2:00 p.m.	403	53
Assessors.....	2:00 p.m.	Bally's	81
Municipal Clerks.....	2:00 p.m.	403	89
Electrical Inspectors.....	2:00 p.m.	305	91
Finance Officers.....	2:00 p.m.	402	96
Fire Officials.....	2:00 p.m.	315	98
Health Officers.....	2:00 p.m.	405/406	99
Managers.....	2:00 p.m.	413	100
Planning Officials.....	2:00 p.m.	410	103
Purchasing Agents.....	2:00 p.m.	403	111
Recreation.....	2:00 p.m.	316	113
Tax Collectors and Treasurers.....	2:00 p.m.	402	117
Attorneys.....	2:30 p.m.	321	83
Engineers.....	2:30 p.m.	321	92
Health Officers.....	2:45 p.m.	405/406	99
Finance Officers.....	3:00 p.m.	402	96
Plumbing Inspectors.....	3:00 p.m.	317	107
Prosecutors.....	3:00 p.m.	306	107
Tax Collectors and Treasurers.....	3:00 p.m.	402	117

**WEDNESDAY, NOVEMBER 16 (CONTINUED)**

	Time	Room	Page
League Session: A Successful Mayors Wellness Campaign: Creating Community Wellness .....	3:45 p.m.	313	54
League Tandem Session: Elected Officials Refresher on Ethics, Open Public Meetings and Open Public Records and Civility in Public Discourse – Part 2 .....	3:45 p.m.	322	55
League Tandem Session: Shared Services: Regional Police Services – Part 2 .....	3:45 p.m.	411	55
League Session: Issuing Bonds in a Down Economy – Credit Rating and Market Concerns .....	3:45 p.m.	404	56
League Session: The Future of Municipal Investments — Where Do We Go from Here? – A Meeting of the Urban Enterprise Zone Mayors Commission .....	3:45 p.m.	309	56
League Session: Negotiating the Civil Service System to Meet Your Local Budget Demands .....	3:45 p.m.	312	57
League Session: Resource Limits, Rising Costs and Rent Control – Finding the Better Balance .....	3:45 p.m.	318	58
League Session: Insurance – Controlling Liability Claims .....	3:45 p.m.	302	58
League Joint Session with NBC-LEO: Social Impacts of Economic Downturn in Communities .....	3:45 p.m.	415	59
Municipal Clerks .....	3:45 p.m.	301	90
Attorneys .....	4:00 p.m.	321	83

**THURSDAY, NOVEMBER 17**

Registration Open – 8:30 a.m. – 3:00 p.m. – Atlantic City Convention Center  
 Exhibits Open – 8:30 a.m. – 1:00 p.m. – Atlantic City Convention Center

	Time	Room	Page
Court Administrators .....	7:30 a.m.	Tropicana	91
Women in Municipal Government Breakfast: (Sponsored by the League's Women in Municipal Government Committee) .....	8:00 a.m.	Sheraton	60
League Tandem Session: Interest Arbitration Reform — The 2% Cap, Rocket Docket and More .....	9:00 a.m.	302	60
League Joint Session with New Jersey Planning Officials: Affordable Housing Update .....	9:00 a.m.	402	61
League Session: Partnering for Sustainable and Creative Communities .....	9:00 a.m.	419	61
League Joint Tandem Session with Association of Municipal Assessors and New Jersey Institute of Local Government Attorneys: Tax Appeals — Trials and Tribulations .....	9:00 a.m.	301	62
League Session: Water Utilities – A Sustainable Approach for Effective Management Infrastructure Renewal and Economic Growth .....	9:00 a.m.	418	63
League Session: Tapping the Power of Teens .....	9:00 a.m.	315	63
League Joint Session with Tax Collectors and Treasurers Association, Government Finance Officers Association and Governmental Purchasing Association: Public Contracts Law and Regulation Update .....	9:00 a.m.	412	64
League Session: Structuring Real Estate Partnership Agreements .....	9:00 a.m.	416	64
Assessors .....	9:00 a.m.	301	81
Attorneys .....	9:00 a.m.	301	83
Finance Officers .....	9:00 a.m.	304	97
Finance Officers .....	9:00 a.m.	412	96
Health Officers .....	9:00 a.m.	Borgata	99
Planning Officials .....	9:00 a.m.	308	104
Planning Officials .....	9:00 a.m.	310	104
Planning Officials .....	9:00 a.m.	402	105
Purchasing Agents .....	9:00 a.m.	412	111
Tax Collectors and Treasurers .....	9:00 a.m.	304	118
Tax Collectors and Treasurers .....	9:00 a.m.	412	117
Court Administrators .....	9:15 a.m.	Tropicana	91
Building Officials .....	10:00 a.m.	316	85
Fire Officials .....	10:00 a.m.	317	98
Prosecutors .....	10:00 a.m.	307	108

**DAILY SCHEDULE**

# DAILY SCHEDULE

## THURSDAY, NOVEMBER 17 (CONTINUED)

	Time	Room	Page
Welfare.....	10:00 a.m.	Hilton	118
League Joint Session with New Jersey .....	10:45 a.m.	421	65
Planning Officials: The New State Plan.....			
League Session: Cap Law Lessons Learned.....	10:45 a.m.	303	65
League Joint Session with New Jersey Institute .....	10:45 a.m.	313	66
of Local Government Attorneys: Current Legal Issues that Elected and Appointed Officials Need to Know			
League Session: Health Benefits Reform – .....	10:45 a.m.	403	66
What Do They Mean?			
League Session: The Anatomy of a 911 Call for .....	10:45 a.m.	321	67
Emergency Medical Services			
League Session: Innovative Projects – Reports .....	10:45 a.m.	305/306	67
from Winners of the Sustainable Jersey Small Grants Program			
League Joint Tandem Session – Continued .....	10:45 a.m.	301	62
(NJLM; AMANJ; NJLGA) Tax Appeals			
League Session: The Impact of Liquor License.....	10:45 a.m.	202	68
Reforms on New Jersey Consumers, Economic Development and Municipal Finance			
League Session: Utilities and Local Governments: A .....	10:45 a.m.	411	69
Partnership of Convenience or Necessity?			
League Tandem Session: A Look at Personnel Manuals, .....	10:45 a.m.	302	69
Policies, Procedures and the Impact of Social Networking			
Assessors .....	10:45 a.m.	301	81
Attorneys.....	10:45 a.m.	301	83
Attorneys.....	10:45 a.m.	313	84
Finance Officers.....	10:45 a.m.	304	97
Planning Officials.....	10:45 a.m.	421	106
Tax Collectors and Treasurers.....	10:45 a.m.	304	118
Yeager Engineered Systems – Vendor Solution Session: .....	12:00 noon	318	79
Fuel Management and Leak Detection			
League Luncheon for all Delegates.....	12:15 p.m.	Sheraton	70
Exhibits Close .....	1:00 p.m.		
Yeager Engineered System – Vendor Solution Session: .....	1:00 p.m.	320	79
Expert Diesel Emissions Fluid System Solutions, Cost Effective and Safe			
Attorneys.....	1:15 p.m.	416	84
Assessors .....	1:30 p.m.	415	82
Planning Officials.....	1:30 p.m.	308	104
Planning Officials.....	1:30 p.m.	310	104
Planning Officials.....	1:30 p.m.	410	106
League Session: The Equal Pay Act and Significant .....	2:00 p.m.	305/306	70
Revisions (Presented in cooperation with the Human and Civil Rights Association of New Jersey)			
League Session: Understanding DEP's New Public .....	2:00 p.m.	315	71
Access Rules			
League Session: Sustainable Jersey – State and Federal .....	2:00 p.m.	419	71
Legislative Policy Update			
League Session: Taking Care of Bid'Ness; Accountability/ .....	2:00 p.m.	313	72
Transparency to Stakeholders			
League Joint Session with Municipal Clerks' Association .....	2:00 a.m.	418	72
of New Jersey: A Review of the Open Public Records Act (OPRA)			
League Session: Preventing Sexual Harassment and .....	2:00 p.m.	401	73
Other Hostile Behaviors in the Workplace			
League Session: Governing Bodies Responsibilities with .....	2:00 p.m.	321	73
the Local Boards of Health			
Municipal Clerks.....	2:00 p.m.	418	90
Fire Officials.....	2:00 p.m.	317	98
Registration Closes .....	3:00 p.m.		
<b>League Business Meeting at Sheraton .....</b>	<b>3:30 p.m.</b>	<b>Sheraton</b>	<b>74</b>
Attorneys.....	5:00 p.m.	Trump Plaza	85



B I L L T O	County Clerk 2 Broad Street Elizabeth, NJ 07207
	UC COUNTY CLERK ROOM # 115 2 BROAD STREET ELIZABETH, NJ 07207
	V E N D O R

**COUNTY OF UNION, NEW JERSEY**

**PURCHASE ORDER VOUCHER**  
THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC.

No. 11008109

ORDER DATE: 09/20/11  
REQUISITION NO: 11007759  
DELIVERY DATE:  
STATE CONTRACT: \* I NJCP  
F.O.B. TERMS:

Pg 1

**PAYMENT RECORD**

CHECK NO. # 252715	CHECK DATE 10/12/11
-----------------------	------------------------

1-908-527-4000

**PAID**

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	CONFERENCE REGISTRATION FEE - 96TH ANNUAL LEAGUE CONFERENCE NEW JERSEY LEAGUE OF MUNICIPALITIES CONVENTION CENTER, ATLANTIC CITY NOVEMBER 15-17, 2011  ATTENDEE: JOANNE RAJOPPI, UNION COUNTY CLERK	1-01-20-704-400-387	50.0000	50.00
	TOTAL.....\$50.00  conf. #157203		TOTAL	50.00

**FILE**  
*sent Finance*  
9/30/11

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A.40a:11.3) must comply with the requirement of P.L. 1975, c 127(N.J.A.C. 17:27) (on reverse)

**DEPARTMENT ATTEST**  
DELIVERY SLIPS RECEIVED AND CHECKED

9/30/11 *Alan Tolomeo*  
DATE SIGNATURE

**FOR PAYMENT - SIGN AND RETURN TO ABOVE "BILL TO ADDRESS"**

**SIGNATURE BELOW MUST BE ORIGINAL PLEASE MAKE COPY FOR YOUR RECORDS**

**PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF MATERIALS, SUPPLIES AND EQUIPMENT**

**VENDOR'S CERTIFICATION & DECLARATION**  
I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

7-30-11 *Alexis V. Morris*  
DATE SIGNATURE

9/23/11 *[Signature]*  
DATE SIGNATURE

**Rebecca Calnek**

---

**From:** Gayle Krygier [GKrygier@njslom.com]  
**Sent:** Wednesday, August 10, 2011 10:34 AM  
**To:** Joanne Rajoppi; Rebecca Calnek  
**Subject:** FW: 96th Annual League Conference Registration Confirmation/Invoice

Rebecca,

Here is the updated invoice/confirmation for Joanne. The address has been updated as you requested. Sorry for the delay in getting this to you. Have a wonderful day!  
Gayle Krygier

---

**From:** 96th Annual League Conference [mailto:regmail@compusystems.com]  
**Sent:** Wednesday, August 10, 2011 10:32 AM  
**To:** Gayle Krygier  
**Subject:** 96th Annual League Conference Registration Confirmation/Invoice



New Jersey State League of Municipalities

**REGISTRATION CONFIRMATION / INVOICE REMITTANCE**

Please print this page for your records

8-10-2011

Registration Confirmation: 157197

**Billing Address:**

JOANNE RAJOPPI  
UNION COUNTY CLERK  
UNION COUNTY  
2 BROAD STREET ROOM 115  
ELIZABETH, NJ 07207

**Shipping Address:**

JOANNE RAJOPPI  
UNION COUNTY CLERK  
UNION COUNTY  
2 BROAD STREET ROOM 115  
ELIZABETH, NJ 07207

Dear JOANNE RAJOPPI,

This letter confirms your registration for the New Jersey State League of Municipalities 96th Annual Conference in Atlantic City, New Jersey on November 15 -18, 2011. This letter is your official confirmation for your registration. Please read the following information thoroughly, as it contains important facts about your registration. Please keep this receipt for your records.

**REGISTRATION INFORMATION**

Our records indicate that you are the key contact and that you have obtained the proper authorization to make this purchase on behalf of your municipality and/or organization. You are responsible for distributing all conference materials. Below is your key contact number. Use this number on all correspondence.

Key Contact: # 157197 (No Badge) Key contacts do not receive a badge, unless you have registered as an attendee. At which time your name will appear below with your registration number, which will be different from your key contact number. If your intent was to attend and your name does not appear below see section "Additions" below.

JOANNE RAJOPPI  
UNION COUNTY CLERK  
UNION COUNTY  
2 BROAD STREET ROOM 115  
ELIZABETH, NJ 07207

**REGISTRATION SUMMARY INFORMATION**

<b>Badge Number</b>	<b>Name</b>	<b>Title</b>	<b>Total</b>
157203	JOANNE RAJOPPI	UNION COUNTY CLERK	50.00
<b>Total Amount:</b>			<b>\$ 50.00</b>
<b>Total Paid:</b>			<b>\$ 0.00</b>
<b>Balance Due:</b>			<b>\$ 50.00</b>

**PAYMENT INFORMATION**

As the Key contact you are required to make sure payment is made on this order. **NJLM DOES NOT accept credit/debit cards.** All payments must be made by check or money order. Purchase Orders/Vouchers are accepted from your municipality. Again, it is your responsibility as the person placing this order to make sure payment is made to NJLM 222 West State Street Trenton, NJ 08608.

**CLAIMANTS' CERTIFICATION DECLARATION**

I do solemnly declare and certify under the penalties of the Law that the bill/invoice statement is correct in all its particulars that the materials/articles have been furnished or services rendered as stated herein; that no bonus has been given or received by any person or persons within the knowledge of this

Inv. # 157197  
 Registration Confirmation # 157203



New Jersey State League of Municipalities  
 222 West State Street, Trenton NJ 08608

96<sup>th</sup> Annual League Conference  
 (Voucher Certification and Pre-Registration Form)  
 Atlantic City Convention Center November 15-17, 2011  
**PRE-REGISTRATION FEES**

\$50.00 Government Fee \$100.00 Non-Government Fee  
 No Refunds, Cancellations, or Faxes  
 Registrations Must Be Postmarked by October 1, 2011

Choose One: \_\_\_\_\_ Municipal Registration  
 (Municipal: Includes Municipalities, State, County, Local Governments and Municipal Utilities and Authorities)  
 \_\_\_\_\_ Non-Municipal Registration

**MAKE ALL CHECKS PAYABLE TO :**  
 NJLM, 222 West State Street  
 Trenton, NJ 08608  
 (All information below is required)

**Mailing/Billing Contact Information**

Municipality or Organization: UNION COUNTY  
 (Twp/Boro/City) (County) Governments only  
 Contact First Name: JOANNE Last Name: RATOPPI Title: COUNTY CLERK  
 (CONFIRMATIONS WILL ONLY BE SENT TO MAILING CONTACT, IF MAILING CONTACT IS ATTENDING REGISTER BELOW)

Address 2 BROAD ST. RM 115 ELIZABETH NJ 07207

Telephone ( 908 ) 527-4789 Fax ( 908 ) 558-2589 E-mail jrajoppi@ucnj.org

Check if the address above is not the billing and/or shipping address - Use the other side of this form for different billing/shipping addresses  
 Spouse badges are complimentary - However if your spouse is also a municipal employee - they must register as a municipal registrant not as a spouse  
 (PLEASE NOTE ALL FIELDS BELOW ARE REQUIRED FIELDS AND MUST BE FILLED OUT COMPLETELY, INCOMPLETE FORMS WILL BE RETURNED UNPROCESSED)

**ATTENDEE INFORMATION** \*(Print or Type Registrants Information Below) Spouse Badges are Complimentary and are Not Valid for CEU's

	Pre-Registrants Names	Title	Email Address	Spouse First & Last Name (No Titles accepted) Guest, or TBA (Not Acceptable) Valid Example: "Bob Smith"
	Jane Smith (No Abbreviations)	Business Administrator (No Abbreviations)	jsmith@yourmunicipality.com	
1	JOANNE RATOPPI	UNION COUNTY CLERK	jrajoppi@ucnj.org	
2				
3				
4				
5				
6				
7				
8				
9				
10				

If More Room is Needed, See Other Side of this Form (This Form May be freely Reproduced) \_\_\_\_\_ Check If Additional Names on the Other Side

(PLEASE NOTE ALL FIELDS BELOW ARE REQUIRED FIELDS AND MUST BE FILLED OUT COMPLETELY, INCOMPLETE FORMS WILL BE RETURNED UNPROCESSED)

**CLAIMANTS' CERTIFICATION DECLARATION**

I do solemnly declare and certify under the penalties of the Law that the bill/invoice statement is correct in all its particulars; that the materials/articles will be furnished or services rendered as stated herein and that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

Date: August 1, 2011 Federal Identification: 21-6000935 William G. Dressel, Jr., Executive Director: William G. Dressel, Jr.

1. Registering with Purchase order/Voucher  
 I certify and declare that this bill/invoice statement is correct, and that sufficient funds are available to satisfy this claim.

Payment chargeable to Account(s): \_\_\_\_\_ In House PO# \_\_\_\_\_ Amount \$ \_\_\_\_\_

Signature: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
 Please do not fax back we need original form with original signature CFO, Finance Director

2. Registering with Enclosed Check # \_\_\_\_\_ In The Amount of \$ \_\_\_\_\_

NJLM USE (ONLY) Date rec'd _____ chk rec'd _____
<b>FOR DATA ENTRY PERSONNEL USE ONLY</b>
Check, all that apply to confirm accuracy of this Order
Registration Type: _____ Municipal _____ Non-Municipal
Registering by: _____ Check _____ PO/Voucher _____ \$ _____



# New Jersey State League of Municipalities

222 West State Street, Trenton, New Jersey 08608  
PHONE (609) 695-3481 • FAX (609) 695-0151  
EMAIL [league@njslom.com](mailto:league@njslom.com) • [www.njslom.com](http://www.njslom.com)

William G. Dressel, Jr., EXECUTIVE DIRECTOR

Michael J. Darcy, CAE, ASSISTANT EXECUTIVE DIRECTOR

August 1, 2011

Dear County Clerks:



ATTENTION: CONFERENCE PRE-REGISTRATION DEADLINE IS OCTOBER 1, 2011

### Pre-Registration Fees

Online Pre-Registration and Paper Pre-Registrations are available

FEE: \$50.00 GOVERNMENT OFFICIALS      \$100.00 NON-GOVERNMENT OFFICIALS



### Onsite Registration Fees

CONFERENCE ONSITE-REGISTRATION NOVEMBER 15-17, ATLANTIC CITY, NJ

FEE: \$60.00 GOVERNMENT OFFICIALS      \$120.00 NON-GOVERNMENT OFFICIALS

Please note that all attendees must have a badge in order to enter the convention center.

### For Online Registrations

1. Register Online go to [www.njslom.org](http://www.njslom.org) scroll down to "96<sup>th</sup> Annual League Conference" then click into "For Conference Details" and click on the "online registration" link
2. After registering, you will immediately receive notification that your registration was received (remittance invoice form)
3. if paying by check send check and a copy of the online remittance invoice form to the League
4. If paying by Purchase order/voucher, submit online remittance invoice form to your finance department to ensure payment. Send a copy of the remittance invoice form to the league with your check and or purchase order for signature (if applicable)

Please do not duplicate on-line registrations through the mail with paper registrations. There are No Cancellations and No Refunds after processing paper registrations or online registrations.

### For Traditional paper Registrations

Enclosed you will find a pre-registration voucher certification order form (approved by the Local Finance Board) for the 2011 Annual League Conference scheduled for **November 15-17**. This form may be freely reproduced. Each official in your municipality or individual in your organization who desires to pre-register should either register online or complete the attached paper registration form and return a copy to the league office. Each pre-registration form must be accompanied either by its own voucher certification order form payment in the form of a check. **NJLM Does not accept credit/debit cards.**

### Paper Registrations:

1. Complete the entire form
2. Mail form back with a check or
3. Insert your in-house P.O./voucher number certified by the approval official, *since the Local Finance Board has approved this form your voucher for separate claimant's signature is not needed.* However, a certification signature by the municipal approval official is required on the form
4. If your municipality requires a claimant's signature, enter the in-house P.O./voucher number and mail the P.O./voucher with the form to the League office (a certification signature by the municipal approval official is required on the form)

**\*Upon Receipt of Orders via paper registrations or online registration, No Cancellations, No Refunds**

**WE DO NOT ACCEPT ANY FAXED FORMS.**

(Over)

claimant in connection with above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

Date: **August 1, 2011**

Federal Identification#  
21-6-000935



William G. Dressel, Jr., Executive Director

**Certification By Approval Officer**

I certify and declare that this bill/invoice statement is correct and that sufficient funds are available to satisfy this claim.

The payment shall be chargeable to Appropriation Account(s):

In house PO# \_\_\_\_\_ In the Amount of: \$ \_\_\_\_\_

Signature: \_\_\_\_\_ Title \_\_\_\_\_

Date: \_\_\_\_\_

CFO, Finance Director

This form was approved by the Local Finance Board and meets the requirements for certification of performance of service (See certification above). Since the Local Finance Board has approved this form, your voucher for separate signature is not needed.

**EVENT INFORMATION**

**Conference Materials**

Badges will be mailed by November 1, 2011. This confirmation recognizes that you are the person responsible for the distribution of conference materials to your group and that you have obtained the proper authorization to make this purchase on behalf of your municipality and/or organization. Badges for the group you have registered will be mailed to you. Please note that no one will be allowed in the exhibit hall or meeting rooms without a badge.

**Corrections Delegates**

All persons submitted by you for pre-registration are attached to this letter. If you would like to make a change to the spelling of any municipality, company, name, or title, please print this confirmation, make the correction on the page and fax to 708-344-4444 by October 14, 2011. You may also make corrections on-line at [https://www.compusystems.com/servlet/ar?evt\\_uid=478](https://www.compusystems.com/servlet/ar?evt_uid=478) up to October 14, 2011. After this date, all corrections must be made on-site at the "pre-registered" counter.

**Additions**

Online: to register additional delegates after concluding the online process and/or upon receiving this confirmation, you must begin a new online registration session for those individuals only. Register them online at [www.njslom.org](http://www.njslom.org) follow the link to online registration.

Paper Registration: to register additional delegates after receiving this confirmation go to [www.njslom.org](http://www.njslom.org) follow the link to the annual conference and download a paper registration form.

## **Refund/Substitution Policy**

Upon completing an online registration and/or receiving this confirmation there are NO REFUNDS. If an individual is unable to attend, he or she may give his or her badge to another person. The new person should bring the badge to the pre-registration desk at the convention hall where they exchange it for a badge with their own name.

## **Questions**

If you have any questions on municipal pre-registration, the League Luncheon, the Mayors' Box Luncheon, or the Women in Government Breakfast please call the League office at 609-695-3481 x113 or x119. If you want to register for the Sustainable Jersey Luncheon please visit [www.sustainablejersey.com](http://www.sustainablejersey.com) to download a registration form or if you have any questions call 609-695-3481 x 113 or 119.

## **Municipal Officials Only**

Attend the Business Meeting at its NEW DAY AND TIME, Thursday, November 17, 2011, 3:30 p.m., Pearl Ballroom, Second Level, Sheraton Convention Center Hotel, Atlantic City. Municipal Officials only can participate in the deliberation and adoption of Conference Resolutions, which set our legislative priorities for the coming year. While the League constitution requires that the mayors or their official designees shall cast ballots, all municipal officials are encouraged to attend and participate in the deliberations.

## **TRANSPORTATION**

The 96th Annual League conference will be held at the Atlantic City Convention Center (2001 Kirkman Boulevard). For the convenience of all delegates and exhibitors, the League has arranged for shuttle bus service to and from the Convention Center and hotels. If needed, a shuttle bus schedule can be obtained through the League office, or online at [www.njslom.org](http://www.njslom.org) Shuttle Bus transportation for wheelchairs is available. Please contact the League office at 609-695-3481 x118 for a handicapped shuttle bus request.

## **EVENT POLICIES**

### **Special Needs Notice**

If you will be requiring arrangements pursuant to the Americans with Disabilities Act at the Convention Center in Atlantic City, please advise the League as soon as you receive this notice. If you require Sign Language interpreters or staff escorts, please contact the League as soon as possible. All public meeting rooms and facilities in the Convention Center have assisted listening devices and are accessible to wheelchairs. If you have any special needs, please call 609-695-3481 x118

Do you need to make a correction?

If you would like to make a correction to the spelling of any municipality, company, name, or title

only, please print this confirmation; make the correction on this paper and fax to 708-344-4444 by October 14, 2011. You may also make corrections online at [https://www.compusystems.com/servlet/ar?evt\\_uid=478](https://www.compusystems.com/servlet/ar?evt_uid=478) up to October 14, 2011. After this date, all corrections must be made on-site at the "pre-registered" counter.

Correction Submitted By: \_\_\_\_\_

Telephone: \_\_\_\_\_

Correction Submitted Date: \_\_\_\_\_

Thank you for registering for The League's 96th Annual Conference at the Atlantic City Convention Center. We look forward to seeing you there.



COUNTY OF UNION, NEW JERSEY

**PURCHASE ORDER VOUCHER**  
 THIS NUMBER MUST APPEAR ON ALL INVOICES,  
 PACKING LISTS, CORRESPONDENCE, ETC.  
 No. 11009297

ORDER DATE: 11/04/11  
 REQUISITION NO: 11008952  
 DELIVERY DATE:  
 STATE CONTRACT: I NJCP  
 F.O.B. TERMS:

**PAYMENT RECORD**  
 CHECK NO. #254549 CHECK DATE 11/30/11  
 1-908-527-4000

**BILL TO**  
 County Clerk  
 2 Broad Street  
 Elizabeth, NJ 07207

**SHIP TO**  
 UC COUNTY CLERK  
 ROOM # 115  
 2 BROAD STREET  
 ELIZABETH, NJ 07207

**VENDOR**  
 WINFIELD TOWNSHIP OF  
 12 GULFSTREAM AVENUE  
 WINFIELD, NJ 07036

VENDOR #: WIN06

**PAID**

Pg 1

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	REIMBURSEMENT-FOR LODGING TO WINFIELD TOWNSHIP  2011 96TH ANNUAL LEAGUE CONFERENCE NEW JERSEY LEAGUE OF MUNICIPALITIES CONVENTION CENTER, ATLANTIC CITY NOVEMBER 15-17,2011  HOTEL RESERVATION FOR: JOANNE RAJOPPI, UNION COUNTY CLERK  TOTAL.....\$190.00	1-01-20-704-400-385	190.0000	190.00
			TOTAL	190.00

*Michael M. Juska*

**FILE**  
 Sent to finance  
 11-14-11 11/17/11 Present w/EPEC

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A.40a:11.3) must comply with the requirement of P.L. 1975, c 127(N.J.A.C. 17:27) (on reverse)

DEPARTMENT ATTEST  
 DELIVERY SLIPS RECEIVED AND CHECKED

FOR PAYMENT - SIGN AND RETURN  
 TO ABOVE "BILL TO ADDRESS"

11/14/11 *Maria Perron*  
 DATE SIGNATURE

SIGNATURE BELOW MUST BE ORIGINAL  
 PLEASE MAKE COPY FOR YOUR RECORDS

PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF  
 MATERIALS, SUPPLIES AND EQUIPMENT

VENDOR'S CERTIFICATION & DECLARATION  
 I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars;  
 that the articles have been furnished or services rendered as stated therein; that no bonus has been given or  
 received by any person or persons within the knowledge of this claimant in connection with the above claim;  
 that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

11/14/11 *Alan Falcon*  
 DATE SIGNATURE

11/18/11 *X Paige Elster*  
 DATE SIGNATURE

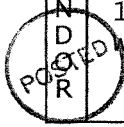
# COUNTY OF UNION

County Clerk  
2 Broad Street  
Elizabeth, NJ 07207

REQUISITION	
NO.	11008952

SHIP TO	UC COUNTY CLERK ROOM # 115 2 BROAD STREET ELIZABETH, NJ 07207
	VENDOR #: WIN06 WINFIELD TOWNSHIP OF 12 GULFSTREAM AVENUE WINFIELD, NJ 07036

ORDER DATE: 11/02/11  
DELIVERY DATE:  
STATE CONTRACT:  
F.O.B. TERMS:



QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	REIMBURSEMENT-FOR LODGING TO WINFIELD TOWNSHIP  2011 96TH ANNUAL LEAGUE CONFERENCE NEW JERSEY LEAGUE OF MUNICIPALITIES CONVENTION CENTER, ATLANTIC CITY NOVEMBER 15-17, 2011  HOTEL RESERVATION FOR: JOANNE RAJOPPI, UNION COUNTY CLERK  TOTAL.....\$190.00	1-01-20-704-400-385	190.0000	190.00
			TOTAL	190.00

**E-MAILED**  
11/3/11

*Alan Felone* 11/3/11  
*Morrin* 11/2/11  
REQUESTING DEPARTMENT DATE

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MEMORANDUM

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TO: JOANN RAJOPPI  
FROM: PAIGE ELSTER  
SUBJECT: NJLM CONVENTION HOTEL ROOMS  
DATE: 10/28/11

---

Hello Joann,

It's that time of year again for the NJLM Convention and we made reservations at the Trump Plaza Hotel & Casino. As always, we included you in our reservation, so if you could reimburse us for the cost of your room it would be greatly appreciated. Please see attached for costs.

Thank you!

*Lodging*  
**PURCHASE ORDER**

THIS P.O.# MUST APPEAR ON ALL VOUCHERS, CORRESPONDENCE, INVOICE, SHIPMENTS, ETC. 10424

**BILL TO**

TOWNSHIP OF WINFIELD  
12 GULFSTREAM AVENUE  
WINFIELD NJ 07036

PO DATE 9/15/2011  
CONTRACT NO.  
REQ NO. 3986  
DEPARTMENT

**VENDOR**

659  
TRUMP PLAZA HOTEL & CASINO  
MISSISSIPPI AVE AND BOARDWALK  
ATLANTIC CITY NJ 08401

**SHIP TO**

TOWNSHIP OF WINFIELD  
12 GULFSTREAM AVENUE  
WINFIELD NJ 07036

*(ANSINF 11)*

**SPECIAL INSTRUCTIONS**

NJSLOM CONFERENCE BOOKING #7963

ACCOUNT	QUANTITY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL
10AE80	2.000		MARGARET MCMANUS 11/15/11-11/17/11 #V32HK	90.00	180.00
10AE80	2.000		MARGARET MCMANUS ROOM OCCUPANCY	5.00	10.00
10AE80	2.000		DAVID WRIGHT 11/15/11-11/17/11 #FC2HK	90.00	180.00
10AE80	2.000		DAVID WRIGHT ROOM OCCUPANCY	5.00	10.00
10AE80	2.000		PAIGE ELSTER 11/15/11-11/17/11 #KC2HK	90.00	180.00
10AE80	2.000		PAIGE ELSTER ROOM OCCUPANCY	5.00	10.00
10AE80	2.000		JOANN RAJOPPI 11/15/11 - 11/17/11 #LG2HK	90.00	180.00
10AE80	2.000		JOANN RAJOPPI ROOM OCCUPANCY	5.00	10.00
Sign & Return Voucher Payment Will Not Be Made Without Signed Voucher				Total \$ 190 for Both	
Po Total					760.00

11 OCT 29 AM 10:54  
JOHN J. COOPER

90105

**APPROVAL FOR PURCHASE**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

**CERTIFICATION OF FUNDS**

*See Wright*  
\_\_\_\_\_  
CHIEF FINANCIAL OFFICER DATE

**PAYMENT RECORD**

Date	Check Number	Amount

**VENDOR'S CERTIFICATION & DECLARATION**

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

*Jessie Steuber*  
x \_\_\_\_\_  
Vendor sign here DATE 10/24/11

**COUNTY OF UNION**

DEPT OF PARKS & COMM RENEWAL  
 UC Administration Building  
 10 Elizabethtown Plaza  
 Elizabeth, NJ 07207

REQUISITION	
NO.	11010169

SHIP TO	DEPT OF PARKS & COMM RENEWAL ADMINISTRATION BUILDING 10 ELIZABETHTOWN PLAZA ELIZABETH, NJ 07207
VENDOR	VENDOR #: BOR16 BORGATA 1 BORGATA WAY ATLANTIC CITY, NJ 08401

ORDER DATE: 12/20/11  
 DELIVERY DATE: 12/20/11  
 STATE CONTRACT:  
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00/EA	LODGING LODGING FOR LEAGUE OF MUNICIPALITIES 11/15/2011 - 11/17/2011 FOR RON ZUBER	1-01-20-717-010-385	302.0000	302.00
			TOTAL	302.00



\_\_\_\_\_  
 REQUESTING DEPARTMENT DATE

**COUNTY OF UNION**  
**EMPLOYEE PERSONAL EXPENSE CLAIM (E.P.E.C.)**

EMPLOYEE NAME RONALD ZUBER  
 DEPARTMENT NAME/DIVISION NAME PARKS AND COMMUNITY RENEWAL / OFFICE OF DIRECTOR  
 ACCOUNT # 1-01-20-717-010

**DESCRIPTION OF COURSE/CONFERENCE**

DEPARTURE DATE 11/15/2011 START DATE 11/15/2011 END DATE 11/17/2011  
 COURSE/CONFERENCE/SPONSOR LEAGUE OF MUNICIPALITIES  
 LOCATION ATLANTIC CITY, NJ

**REQUEST FOR PERMISSION TO ATTEND**

DEPT/DIV HEAD *(RZ)*  
 DEPT OF FINANCE *J. Origliata 11/7/11* SUFFICIENCY OF FUNDS  
 COUNTY MANAGER *Seranda Barbi 11-09-11*

**DESCRIPTION OF EXPENSES**

DESCRIPTION	COUNTY SUB ACCT	GRANT SUB ACCT	ESTIMATED EXPENSES	ACTUAL EXPENSES	COMMENTS
OTHER EXPENSE	326		0.00		
TRAVEL	383		0.00		
MEAL	384		135.00		3 DAYS @\$45
LODGING	385		380.00	302.00	2 NIGHTS @190
REGISTRATION	387		0.00		
TIME ONLY <input type="checkbox"/>					
TOTAL			515.00	302.00	

I HEREBY CERTIFY THAT THE ABOVE LISTED EXPENDITURES ARE AS A RESULT OF MY DUTIES AS A COUNTY EMPLOYEE.

EMPLOYEE'S SIGNATURE *[Signature]* DATE: 12/5/11  
 COMPTROLLER'S SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

IN ACCORDANCE WITH N.J.S.A 40A.5-16. THE DIRECTOR OF FINANCE/COMPTROLLER IS AUTHORIZED TO REJECT ANY VOUCHER FOR REIMBURSEMENT WHICH DOES NOT COMPLY WITH ABOVE.

The Borgata Hotel Casino & Spa  
 One Borgata Way  
 Atlantic City NJ, 08401  
 866/692-6742

12/02/2011  
 10:39 AM  
 CI: CF19198  
 CO: CJ9439

RONALD ZUBER

Wing/Room BH 2944

No Party 1  
 Fol ID 408614128644  
 Page 1 11/17/2011 10:40

AM

*\* credit card  
 # redacted  
 per SPRA \**

Arrival 11/15/2011  
 Departure 11/17/2011  
 Bill code  
 Group GLOMK11

Thank you for staying with us

DATE	REFERENCE	DESCRIPTION	\$ CHARGES	CREDITS	\$ BALANCE
11/15/2011	408614128645	APPLIED DEPOSIT ***** [REDACTED] *		166.44	-166.44
11/15/2011	408619001523	OCCUPANCY FEE OCCUPANCY FEE	5.00		-161.44
11/15/2011	408619003875	ROOM CHARGE BH 2944 TAX1 TAX2	146.00 5.84 14.60		5.00
11/16/2011	408629001557	OCCUPANCY FEE OCCUPANCY FEE	5.00		10.00
11/16/2011	408629003952	ROOM CHARGE BH 2944 TAX1 TAX2	146.00 5.84 14.60		176.44
11/17/2011	408634368136	FRONT DESK VISA ***** [REDACTED] *		176.44	
		SUMMARY OF CHARGES			
		ROOM	292.00		
		MISC	10.00		

TAX1	11.68	
TAX2	29.20	
Balance Due		.00



**B I L L T O**  
 Div of Purchasing  
 UC Administration Building  
 10 Elizabethtown Plaza  
 Elizabeth, NJ 07207

**COUNTY OF UNION, NEW JERSEY**

**PURCHASE ORDER VOUCHER**  
 THIS NUMBER MUST APPEAR ON ALL INVOICES,  
 PACKING LISTS, CORRESPONDENCE, ETC.  
 No. 11010459

Pg 1

**S H I P T O**  
 UC DIV OF PURCHASING  
 ADMINISTRATION BUILDING  
 10 ELIZABETHTOWN PLAZA  
 ELIZABETH, NJ 07207

ORDER DATE: 12/29/11  
 REQUISITION NO: 11010307  
 DELIVERY DATE: 12/30/11  
 STATE CONTRACT: I NJCP  
 F.O.B. TERMS:

**V E N D O R**  
 YUSKA MICHAEL  
 DIVISION OF PURCHASING  
 VENDOR #: 1YU00

**PAYMENT RECORD**  
 CHECK NO. CHECK DATE

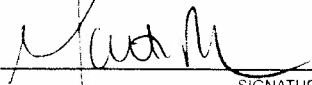
1-908-527-4000

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	REIMBURSEMENTS LEAGUE OF MUNICIPALITIES CONFERENCE 11/15/11 - 11/17/11 PARKING 10.00 TAXI 15.00	1-01-20-702-360-383	25.0000	25.00
1.00	MEALS	1-01-20-702-360-384	26.3500	26.35
1.00	LODGING 3 NIGHTS @ 13.00 PER (ROOM TAX ONLY)	1-01-20-702-360-385	39.0000	39.00
1.00	REGISTRATION FEE	1-01-20-702-360-387	60.0000	60.00
			TOTAL	150.35

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A.40a:11.3) must comply with the requirement of P.L. 1975, c 127(N.J.A.C. 17:27) (on reverse)

**DEPARTMENT ATTEST**  
 DELIVERY SLIPS RECEIVED AND CHECKED

**FOR PAYMENT - SIGN AND RETURN  
 TO ABOVE "BILL TO ADDRESS"**


12/29/11   
 DATE SIGNATURE

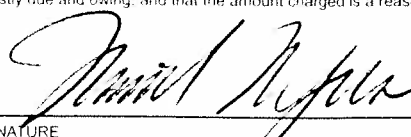
**SIGNATURE BELOW MUST BE ORIGINAL  
 PLEASE MAKE COPY FOR YOUR RECORDS**

**VENDOR'S CERTIFICATION & DECLARATION**

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

**PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF  
 MATERIALS, SUPPLIES AND EQUIPMENT**

12/29/2011   
 DATE SIGNATURE

12/24/11 X   
 DATE SIGNATURE

**COUNTY OF UNION**  
**EMPLOYEE PERSONAL EXPENSE CLAIM (E.P.E.C.)**

EMPLOYEE NAME MICHAEL M YUSKA  
 DEPARTMENT NAME/DIVISION NAME ADMINISTRATIVE SERVICES / PURCHASING  
 ACCOUNT # \_\_\_\_\_

**DESCRIPTION OF COURSE/CONFERENCE**

DEPARTURE DATE 11/15/2011 START DATE 11/15/2011 END DATE 11/17/2011  
 COURSE/CONFERENCE/SPONSOR league of munis  
 LOCATION atlantic city

**REQUEST FOR PERMISSION TO ATTEND**

DEPT/DIV HEAD [Signature]  
 DEPT OF FINANCE J. Origliato 9/30/11 SUFFICIENCY OF FUNDS \_\_\_\_\_  
 COUNTY MANAGER Saranda Basler 10-05-11

**DESCRIPTION OF EXPENSES**

DESCRIPTION	COUNTY SUB ACCT	GRANT SUB ACCT	ESTIMATED EXPENSES	ACTUAL EXPENSES	COMMENTS
OTHER EXPENSE	326		10.00	\$10.00	parking
TRAVEL	383		0.00	\$15.00	w county car TAXI
MEAL	384		45.00	26.35	
LODGING	385		26.00	39.00	3 NIGHTS \$13 @ NIGHT ROOM TAX ONLY
REGISTRATION	387		50.00	60.00	
TIME ONLY				\$150.35	
TOTAL			131.00		

I HEREBY CERTIFY THAT THE ABOVE LISTED EXPENDITURES ARE AS A RESULT OF MY DUTIES AS A COUNTY EMPLOYEE.

EMPLOYEE'S SIGNATURE [Signature] DATE: 9/23/11  
 COMPTROLLER'S SIGNATURE \_\_\_\_\_ DATE: \_\_\_\_\_

IN ACCORDANCE WITH N.J.S.A 40A-5-16. THE DIRECTOR OF FINANCE/COMPTROLLER IS AUTHORIZED TO REJECT ANY VOUCHER FOR REIMBURSEMENT WHICH DOES NOT COMPLY WITH ABOVE.

DEPARTMENT OF ADMINISTRATIVE SERVICES  
M. Elizabeth Genievich, C.M.C., M.P.A.  
Deputy County Manager/Director, Department of Administrative Services

BOARD OF  
CHOSEN FREEHOLDERS

---

DEBORAH P. SCANLON  
Chairman

ALEXANDER MIRABELLA  
Vice Chairman

LINDA CARTER

ANGEL G. ESTRADA

CHRISTOPHER HUDAK

MOHAMED S. JALLOH

BETTE JANE KOWALSKI

DANIEL P. SULLIVAN

NANCY WARD

GEORGE W. DEVANNEY  
County Manager

M. ELIZABETH GENIEVICH,  
C.M.C., M.P.A.  
Deputy County Manager/  
Director of Administrative  
Services

ROBERT E. BARRY, ESQ.  
County Counsel

NICOLE L. DIRADO,  
C.M.C., M.P.A.  
Clerk of the Board

**To: Alfred Faella – County Manager**

**From: Michael M. Yuska – Director of Purchasing**

**Re: EPEC Report for 2011 Munis**

**Date: December 24, 2011**

**This letter and attached pages represent my justification for repayment of “out of pocket” funds for costs occurred during my attendance at the League of Municipalities Conference in Atlantic City.**

**During the three days of the conference, I attended and received education credits for my QPA certification for four classes and attended three other non-credit classes.**

**I also spent off hours on the convention floor meeting vendors and gathering information that could be of use to the procurement process of the County. Here are a few examples:**

- **Fastenal is a new national cooperative member that can be used by the County. Cheaper prices for power tools and electrical supplies were among the subjects discussed.**
- **Waste Management had a new program whereas they would lend the County a recycling can crusher for use in our buildings. Information was passed on to Facilities Management.**

**Thank you for your kind attention in this matter.**

ADMINISTRATION BUILDING

Transactions

Go to Account Activity to Download, Print, Sort and moreGet 2010 Summary

Category	Trans. Date	Post Date	Description	Amount
			[REDACTED]	
Restaurants	11/15/11	11/15/11	PHILLIPS SEAFOOD ATLANTI ATLANTIC CITYNJ	\$ 16.90
			[REDACTED]	
Travel/ Entertainment	11/17/11	11/17/11	BALLY'S AC HOTEL 800-542-7724 NJ	\$ 26.00
	11/18/11	11/18/11	BALLY'S AC HOTEL 800-542-7724 NJ	\$ 13.00
	11/28/11	11/28/11	NEW JERSEY E-ZPASS 888-288-6865 NJ	\$ 25.00
Medical Services			[REDACTED]	
Department Stores			[REDACTED]	
Fees	Trans. Date	Post Date	Description	Amount
			[REDACTED]	
In			[REDACTED]	
			[REDACTED]	
			INTEREST FOR THIS PERIOD	\$ 17.34
			[REDACTED]	\$ 25.00

**ATLANTIC CITY TAXI CAB**  
**RECEIPT OF FARE**  
 From: BORGATA To: \$15.00  
 Amount Paid: 8715  
 Cab #: 8715  
 Signature: [Signature] Date: 11/16/11  
 TAXI

**30-688**  
**CLAIM CHECK**  
**LIABILITY**  
 Cars parked at owner's risk.  
 Articles left in car at owner's risk.  
 We reserve privilege of moving car to other section of lot.  
 No attendants after regular closing hours.  
 Car will be delivered only or surrender of this check.  
 BIRTH INT CO. COOKMANVILLE, PA

Sack 'O' Subs 17:06  
 Jaridge Tower @ BAC 11  
 Sack 'O' Subs 2304438  
 Jennifer 11:230  
 Cashier Check 9.50  
 1 Super Chz Steak 2.95  
 1 Soda  
 Subtotal 12.45  
 GRAND TOTAL 12.45  
 C80505 11/16/2011 17:0

Thank You!  
 Prices include  
 7% NJ Sales Tax

FOOD

\* credit  
 Card #/  
 Transaction  
 Codes  
 Redacted  
 per OPFA.

\*\*\*\*\*Guest Copy\*\*\*\*\*

Signature: [Signature]  
 I agree to pay above total  
 according to my card issue  
 agreement

Total: 13.00

Tip: 13.00

Subtotal: 13.00

Date: Nov 15 '11 04:5  
 Card Type: Discover  
 Acct #: XXXXXXXXXXXX  
 Card Entry: SWIPED  
 Trans Type: PURCHASE  
 Auth Code: 2019  
 Check ID: 12  
 Server: 209 Flabia M



New Jersey State League of Municipalities

Cashier Initials

96th Annual Conference Receipt  
 November 15<sup>th</sup>, 16<sup>th</sup> & 17<sup>th</sup> 2011  
 NEW JERSEY STATE LEAGUE OF MUNICIPALITIES  
 222 West State Street  
 Trenton, New Jersey 08608

The amount of \$ 60.07

- for  Registration  
 Mayors Box Luncheon  
 League Luncheon  
 WIG Breakfast

November 15/16/17, 2011  
 Date (circle which day)

[Signature]

# COUNTY OF UNION, NEW JERSEY

THIS NUMBER MUST APPEAR ON ALL INVOICES,  
PACKING LISTS, CORRESPONDENCE, ETC.

No. 11009888

ORDER DATE: 12/06/11  
REQUISITION NO: 11009805  
DELIVERY DATE:  
STATE CONTRACT: I NJCP  
F.O.B. TERMS:

### PAYMENT RECORD

CHECK NO. CHECK DATE

1-908-527-4000

**B I L L T O**  
Clerk of the Board  
UC Admin Bldg - Rose Russo  
10 Elizabethtown Plaza  
Elizabeth, NJ 07207

**S H I P T O**  
UC CLERK OF THE BOARD  
UC ADMIN BLDING - ROSE RUSSO  
10 ELIZABETHTOWN PLAZA  
ELIZABETH, NJ 07207

**V E N D O R**  
HUDAK CHRISTOPHER  
FREEHOLDER

VENDOR #: 1HU26

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	REIMBURSEMENT 2011 NEW JERSEY ASSOCIATION OF COUNTIES 220 MILES ROUNDTRIP = \$122.10  2011 LEAGUE OF MUNICIPALITIES CONFERENCE 222 MILES ROUNDTRIP = \$123.21  ATLANTIC CITY, NJ	1-01-20-703-010-383	325.3100	325.31
1.00	PARKING/TAXI FARE \$80.00 LODGING 2011 NEW JERSEY ASSOCIATION OF COUNTIES 6/17/2011 \$135.00	1-01-20-703-010-385	135.0000	135.00
1.00	MEALS 2011 LEAGUE OF MUNICIPALITIES CONFERENCE ATLANTIC CITY NOVEMBER 15/18/2011 MEALS:\$68.76  TOTAL:\$529.07	1-01-20-703-010-384	68.7600	68.76
			TOTAL	529.07

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A. 40a:11-3) must comply with the requirement of P.L. 1975 c.127 (N.J.A.C. 17:27) (on reverse)

**DEPARTMENT ATTEST**  
DELIVERY SLIPS RECEIVED AND CHECKED

**FOR PAYMENT - SIGN AND RETURN  
TO ABOVE "BILL TO ADDRESS"**

**SIGNATURE BELOW MUST BE ORIGINAL  
PLEASE MAKE COPY FOR YOUR RECORDS**

**VENDOR'S CERTIFICATION & DECLARATION**

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars, that the articles have been furnished or services rendered as stated therein, that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim, that the amount therein stated is justly due and owing, and that the amount charged is a reasonable one.

DATE

SIGNATURE

**PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF  
MATERIALS, SUPPLIES AND EQUIPMENT**

DATE

SIGNATURE

DATE

SIGNATURE



BORGATA HOTEL CASINO AND SPA  
ONE BORGATA WAY  
ATLANTIC CITY NJ 08401  
866/692-6742

11/18/2011  
11:35 AM  
CI: AK14442  
CC: VIDEO

CHRISTOPHER HUDAK

Wing/Room BH 2019

\* [REDACTED]  
[REDACTED] [REDACTED]

No Party 2  
Fol ID 408624234965  
Page 1 11/18/2011 09:  
Arrival 11/15/2011  
Departure 11/18/2011  
Bill Code  
Group GBUCT11

\* home address  
Redacted per OPRA.

Thank you for staying with us

DATE	REFERENCE	DESCRIPTION	CHARGES	CREDITS	BALANCE
11/16/2011	408624234963	[REDACTED]	[REDACTED]		[REDACTED]
11/16/2011	408624259627	METROPOLITAN 408265524603	15.38		[REDACTED]
11/17/2011	408634357988	BREAD & BUTTER 408265524603	27.29		[REDACTED]
11/18/2011	408644490750	FRONT DESK AMERICAN EXP ***** [REDACTED]		162.62	

credit card #

SUMMARY OF CHARGES

COMMCINS	9.95
FOOD	38.00
MISC	110.00
TAX1	2.67
TIP	22.00

\* personal charges not for us! Reimbursement have been Redacted

home address  
Google

to The Borgata Hotel Casino & Spa  
1 Borgata Way, Atlantic City, NJ 08401 - (609) 317-1000  
111 mi - about 1 hour 52 mins

2011 League  
of Muncies

Save trees. Go green!

Download Google Maps on your  
phone at [google.com/gmm](http://google.com/gmm)



520 Exeter Rd, Linden, NJ 07036

1. Head southwest on Exeter Rd toward Deerfield Terrace  
go 0.2 mi  
total 0.2 mi
2. Turn left onto Princeton Rd  
go 0.1 mi  
total 0.4 mi
3. Turn right onto N Stiles St  
go 0.1 mi  
total 0.5 mi
4. Turn right toward N Stiles St  
go 174 ft  
total 0.5 mi
5. Turn right onto N Stiles St  
About 1 min  
go 0.7 mi  
total 1.2 mi
6. Keep left at the fork  
go 279 ft  
total 1.3 mi
7. Turn left onto Raritan Rd  
About 1 min  
go 0.2 mi  
total 1.5 mi
8. Turn left onto the ramp to Parkway S  
go 0.2 mi  
total 1.6 mi
9. Merge onto Garden State Pkwy S  
Partial toll road  
About 52 mins  
go 53.2 mi  
total 54.9 mi
10. Continue onto US-9 S  
About 3 mins  
go 3.2 mi  
total 58.0 mi
11. Continue onto Garden State Pkwy S  
Partial toll road  
About 28 mins  
go 30.3 mi  
total 88.3 mi
12. Continue onto US-9 S  
About 2 mins  
go 2.2 mi  
total 90.5 mi
13. Continue onto Garden State Pkwy S  
About 10 mins  
go 11.2 mi  
total 102 mi
14. Take exit 38 to merge onto Atlantic City Expy E  
Toll road  
About 7 mins  
go 7.6 mi  
total 109 mi
15. Take exit 1 toward Convention Center/Marina/Brigantine  
Toll road  
go 0.3 mi  
total 109 mi
16. Merge onto Atlantic City Express-Brigantine Connector  
About 1 min  
go 1.2 mi  
total 111 mi
17. Take the exit toward Borgata Way  
go 0.2 mi  
total 111 mi
18. Take exit H on the left toward The Water Club/Renaissance Pointe/Borgata  
go 0.3 mi  
total 111 mi
19. Turn left onto Borgata Way  
go 118 ft  
total 111 mi
20. Slight left to stay on Borgata Way  
Destination will be on the right  
go 0.2 mi  
total 111 mi

Home Address



Atlantic City Taxi Service

Taxi #: 062

Michael  
(609) 456-5760

\$ 15  
Date: 11/18

[Signature]  
Signature

**PASSENGER'S RECEIPT, TAXICAB FARE**

Date 11/17  
Amount of Fare \$ \_\_\_\_\_  
Other Charges \$ \_\_\_\_\_  
Total \$ 15  
Driver's Name \_\_\_\_\_  
Cab number \_\_\_\_\_

**RECEIPT**

Driver # \_\_\_\_\_  
Cab # \_\_\_\_\_  
Fare from: \_\_\_\_\_  
To: \_\_\_\_\_  
Date: 11/17  
Total Fare: \$ 15  
Customer \_\_\_\_\_

*Thank you for your business!*

**PASSENGER'S RECEIPT, TAXICAB FARE**

Date 11/16

Amount of Fare \$ \_\_\_\_\_

Other Charges \$ \_\_\_\_\_

Total . . . . \$ 15.00

Driver's Name \_\_\_\_\_

Cab number \_\_\_\_\_

THE BORGATA  
Thank You For Using Our Valet Service.  
Please Call 609-317-1000 for any  
Questions Or Comments.  
Transfer Expires At 6:00am

Ticket/Trans: 727051 0003899829  
Lic/St/Park: ZRJ88M NJ A67  
Mdl/Make/Clr: HONDA HONDA BLACK  
Garage Loc: MAIN GARAGE  
Request Loc: VALET  
Arrival Date: 11/15/2011 17:01  
Request Date: 11/17/2011 09:37  
Customer Nm: HUNDAR,  
Cashier Name: PARUL #1085  
Parking Chrg: 5.00 02 HOTEL  
Discounts: 0.00  
Services: 0.00  
Surcharge Tx: 0.00  
Sales Tax: 0.00  
-----  
Amount Paid: 5.00  
Amt Tendered: 5.00  
Change Due: 0.00

(c) CVPS



**TAXICAB RECEIPT**

Time: \_\_\_\_\_

Date: 11/16

Origin of Trip: \_\_\_\_\_

Destination: \_\_\_\_\_

Fare: 15  
Sign: \_\_\_\_\_

FATBURGER BORGATA  
1 BORGATA AVE UNIT 6  
ATLANTIC CITY, NJ 08401  
(609) 317-3210

11/18/2011 11:06

**Sale**

Bread and Butter  
Check: 5247965 Table: 27  
Server: Flor Guests: 1  
Terminal: 524

Merchant ID: 542929633295872

Term ID: LK623440

11/17/11 15:53:38  
Batch #: 000000 Inv #: 000016

AMEX Entry Method: S

XXXXXXXXXX\*

Seq.#: \* Appr Code: \*

Total: \$ 7.36

Regular Check  
1 Bac Chs Griddle 8.50  
2 Potato Chips 3.00  
@ 1.50  
1 Soda 20oz 3.00  
1 Bottled Water 3.00

Subtotal 17.50  
Sales Tax 1.23  
Total 18.73

**APPROVED**

Cash 20.00  
Change 1.27

Customer Copy

GRAND TOTAL 18.73

\* Credit card #s  
Transaction  
Codes  
Redacted  
per OPRA.

=====

T524 C14678 11/18/2011 11:07

=====

COUNTY OF UNION, NEW JERSEY

**PURCHASE ORDER/VOUCHER**  
 PACKING LISTS, CORRESPONDENCE, ETC.  
 No. 11010088

ORDER DATE: 12/13/11  
 REQUISITION NO: 11009951  
 DELIVERY DATE:  
 STATE CONTRACT: I NJCP  
 F.O.B. TERMS:

**PAYMENT RECORD**  
 CHECK NO. CHECK DATE

1-908-527-4000

Pg 1

**BILL TO**  
 UC Admin Bldg - Rose Russo  
 10 Elizabethtown Plaza  
 Elizabeth, NJ 07207

**SHIP TO**  
 UC CLERK OF THE BOARD  
 UC ADMIN BLDING - ROSE RUSSO  
 10 ELIZABETHTOWN PLAZA  
 ELIZABETH, NJ 07207

**VENDOR**  
 GIVENS BRANDON  
 COUNTY MANAGER

VENDOR #: 1GI24

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	REIMBURSEMENT MEALS \$64.13 96TH ANNUAL NJ LEAGUE MUNICIPALITIES ATLANTIC CITY, NOVEMBER 14-17, 2011	1-01-20-703-010-384	64.1300	64.13
1.00	PARKING PARKING: \$15.00 TOTAL: \$79.13	1-01-20-703-010-383	15.0000	15.00
			TOTAL	79.13

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A.40a:11.3) must comply with the requirement of P.L. 1975, c 127(N.J.A.C. 17:27) (on reverse)

**DEPARTMENT ATTEST**  
 DELIVERY SLIPS RECEIVED AND CHECKED

**FOR PAYMENT - SIGN AND RETURN  
 TO ABOVE "BILL TO ADDRESS"**

**SIGNATURE BELOW MUST BE ORIGINAL  
 PLEASE MAKE COPY FOR YOUR RECORDS**

**VENDOR'S CERTIFICATION & DECLARATION**

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars, that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

12-13-11 *Sandra Badi*  
 DATE SIGNATURE

12/13/11 *X B. Cim*  
 DATE SIGNATURE

**PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF  
 MATERIALS, SUPPLIES AND EQUIPMENT**

12/13/11 *Rose Russo*  
 DATE SIGNATURE

Caesars AC  
 Welcome to Gateway  
 Transportation Center  
 11/14/2011 16:56

Gateway - Parking  
 Check: 1535485  
 Server: Aurora  
 Terminal: 153

New Check  
 1 \$5 Parking Fee 5.00  
 Subtotal 5.00  
 Total 5.00

Cash 5.00  
 GRAND TOTAL 5.00

153 35512 11/14/2011 16:5

TR#  
 Transfer expires  
 at 6:00 AM.

ORANGE RESORT  
 ATLANTA CITY, GA  
 PARKING GARAGE

00064 LABELA

CHK 7806 NOV13'11 0:04887

1 \$5.00 CAR 5.00  
 0.00  
 0.00  
 PAYMENT 5.00

00064 CLOSED NOV15 0:04887

DRIVE SAFELY

Transfer Receipt Expires At 6:00

Borgata Hotel Casino & Spa  
 11/14/2011 22:49

Borgata Parking Garra

Check: 59399  
 Server: Efrén S  
 Terminal: 5

Regular Check 5.00  
 1 \$5.00

Sub-total 5.00  
 Sales Tax 0.00  
 Luxury Tax 0.00  
 Gratuity 0.00  
 Service Charge 0.00  
 Total 5.00

Cash 5.00  
 GRAND TOTAL 5.00

15 020749 11/14/2011 22:49

Thank you and have a nice day  
 Transfers expire at 6am

Fatburger - Borgata Casino  
One Borgata Way Unit# 6  
Atlantic City, NJ 08762  
(609) 317-8210 phone  
(609) 317-8212 fax

LongHorn 5303  
2108 Atlantic Ave  
Atlantic City, NJ 08401  
Check # :56693

Table 83  
Mike D.  
04:45 PM 11/14/2011 Gst 1  
Transaction #:1013274877

11/16/2011 3:53

-----  
Fatburger  
Check: 1041845  
Server: Beautitul  
Terminal: 104  
Table: BRANDON  
-----

To Go  
1 Medium Fat 4.79  
1 Add Cheese 0.99  
1 Fat Fries 2.19  
1 Strawberry Shake 3.59  
No Whipp  
+D Fat Deal 0.38  
  
Gross Sales 11.86  
Discount 0.38  
Subtotal 11.48  
Tax 0.80  
Total 12.28

VISA (NV) 12.28

GRAND TOTAL 12.28

-----  
1104 09022188 11/16/2011 03:54  
-----

www.fatburger.com/feedback

-----  
ID # 6424 59476 4895

\*\*\*\*\*  
\* We value your opinion. Please \*  
\* tell us about your dining \*  
\* experience by completing an \*  
\* online survey within 7 days of \*  
\* your visit. You could win a \*  
\* \$1,000 Grand Prize or 1 of 100 \*  
\* \$50 prizes. Winners are drawn \*  
\* weekly!!! \*  
\* \*  
\* To complete the survey and enter \*  
\* the contest, go to \*  
\* www.LongHornSurvey.com and enter \*  
\* the ID on this receipt. \*  
\* NO PURCHASE NECESSARY. Void where \*  
\* prohibited. See Official Rules at \*  
\* www.LongHornSurvey.com. \*  
\* \*  
\* Valoramos su opinión. Complete la \*  
\* encuesta sobre su experiencia \*  
\* gastronómica en \*  
\* www.LongHornSurvey.com. \*  
\*\*\*\*\*  
(OFFER EXPIRES Nov 21, 2011)

-----  
Card Number Auth Code  
xxxxxxxxxxxxx [redacted] [redacted]  
givens/brandon t Visa

Check Amount 23.83

Tip ..

Total ..

X  
Cardmember agrees to pay total in  
accordance with agreement governing  
use of such card.

Guest Copy

*Credit card #s/  
transaction  
codes  
Redacted  
per OPA.*

HAPPY HOLIDAYS FROM MCDONALDS  
 ATLANTIC CITY NEW JERSEY  
 RAMON CALGADO  
 QUATESHA FAULKNER  
 GENERAL MANAGERS  
 31 ARKANSAS AVE  
 ATLANTIC CITY , NJ  
 08401  
 !!! THANK YOU !!!  
 TEL# 609-344-1077 Store# 6866

ABRAHAM'S RESORT  
 ATLANTIC CITY, NJ  
 BACK OF SUBS

00016 DAMIAN  
 -----  
 CHK 7974 NOV16'11 11:17PM  
 -----

(S# 5 Nov.15'11 (Tue) 13:27

WY SIDE 2 KVS Order 20

QTY ITEM	TOTAL
1 MED SWEET ICED TEA	1.59
1 ANGUS DELUXE MEAL	5.20
Subtotal	6.79
Tax	0.48
Take-Out Total	7.27
Cash Tendered	8.00
Change	0.73

MCDONALD'S 6866

1 RUSH CB	5.25
1 FOUNTAIN SODA	2.95
FOOD	5.25
N/A BEVERAGE	2.95
PAYMENT	19.20
CASH	20.00
CHANGE DUE	10.80

\*\*\*\*GRATUITY NOT INCLUDED\*\*\*\*  
 \*\*\*\*PRICE INCLUSIVE OF TAX\*\*\*\*

GRATUITY \_\_\_\_\_  
 TOTAL CHG \_\_\_\_\_  
 PRINT NAME \_\_\_\_\_  
 ROOM NUMBER \_\_\_\_\_  
 SIGNATURE \_\_\_\_\_

SMCA U SUBS  
777 HARRAH'S BLVD  
A.C. NJ 08401  
609-441-5034

11/15/2011 8:03

TERMINAL ID.: 023400  
MERCHANT #: 80237142

VISA \*  
\*\*\*\*\* EXP:XX/XX SWIPED

SALE  
BATCH: 001349 INU: 000072  
Nov 15, 11 00:17

RRN: \* AUTH: \*  
TRACE #: \*  
VALIDATION CODE: \*

AP  
BASE \$6.25

TIP \$.....

TOTAL \$.....

BRANDON T GIVENS

X.....  
I AGREE TO PAY ABOVE TOTAL AMOUNT  
ACCORDING TO CARD ISSUER AGREEMENT  
MERCHANT AGREEMENT IF CREDIT VOUCHER

CUSTOMER COPY

=====

STARBUCKS

Check: 2712340  
Server: AMIRAH  
Terminal: 271

=====

Regular Check  
1 G CARAMEL MACCHI 4.95

Subtotal 4.95  
Tax 0.35  
Total 5.30

Cash 10.00  
Change 4.70

GRAND TOTAL 5.30

=====

T271 C30889 11/15/2011 08:04

=====

\* Credit card #  
Transaction codes  
Redacted  
per OPRA.



BILL TO	CLERK OF THE BOARD UC Admin Bldg - Rose Russo 10 Elizabethtown Plaza Elizabeth, NJ 07207
SHIP TO	UC CLERK OF THE BOARD UC ADMIN BLDING - ROSE RUSSO 10 ELIZABETHTOWN PLAZA ELIZABETH, NJ 07207
VENDOR	VENDOR #: RAM11 RAMIREZ MANUEL [REDACTED] <i>Home address New Vendor #</i>

COUNTY OF UNION, NEW JERSEY

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC.

No. 11009644

ORDER DATE: 11/23/11  
 REQUISITION NO: 11009545  
 DELIVERY DATE:  
 STATE CONTRACT: I NJCP  
 F.O.B. TERMS:

PAYMENT RECORD	
CHECK NO.	CHECK DATE

1-908-527-4000

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	REIMBURSEMENT	1-01-20-703-010-383	152.5200	152.52
	MILEAGE (ROUNDRIP) \$123.52			
	PARKING \$29.00			
1.00	MEALS	1-01-20-703-010-384	34.4700	34.47
	REIMBURSEMENT @ \$34.47			
			TOTAL	186.99

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A. 40a:11-3) must comply with the requirement of P.L. 1975 c. 127 (N.J.A.C. 17:27) (on reverse)

**DEPARTMENT ATTEST**  
 DELIVERY SLIPS RECEIVED AND CHECKED

11/23/11 \_\_\_\_\_  
 DATE SIGNATURE

**FOR PAYMENT - SIGN AND RETURN TO ABOVE "BILL TO ADDRESS"**

**SIGNATURE BELOW MUST BE ORIGINAL PLEASE MAKE COPY FOR YOUR RECORDS**

**PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF MATERIALS, SUPPLIES AND EQUIPMENT**

11/23/11 *Rosa Russo*  
 DATE SIGNATURE

**VENDOR'S CERTIFICATION & DECLARATION**

I do solemnly declare and certify, under the penalties of the law that the within bill or contract in all its particulars that the articles have been furnished or services rendered as stated therein, that no bonus has been given or received by any person or persons within the knowledge of this declarant in connection with the above claim that the amount therein stated is justly due and owing, and that the amount claimed is a reasonable price.

11/23/11 *X Manuel Ramirez*  
 DATE SIGNATURE

\*

Find a new business or location

# MAPQUEST

Sorry! When printing directly from the browser your directions or map may not print correctly. For best results, try clicking the Printer-Friendly button

**A** Starting Location

[redacted] \*

**B** Ending Location

[1-99] Borgata Way  
Atlantic City, NJ 08401

Total Travel Estimate 2 hours 9 minutes / 111.28 miles Fuel Cost: Calculate

*Manny*

*123.52*















Directions with **helpful hints.**

the new **mapquest** [Try it now >>](#)

*\* Home address Redacted per OPRA.*

\*



-  1 Start out going northwest on Edgewood Rd toward Browning Ave. 0.1 mi
-  2 Turn left onto Browning Ave. 0.2 mi
-  3 Turn left onto Galloping Hill Rd/CR-616. 0.4 mi
-   4 Turn right onto E Westfield Ave/RT-28/CR-616. Continue to follow RT-28. 2.2 mi
-  5 Merge onto Garden State Pky S (Portions toll). 99.1 mi
-   6 Merge onto US-30 E via EXIT 40 toward Absecon/Brigantine/Atlantic City. 8.4 mi
-  7 Turn slight left to take the ramp toward Atlantic City Expressway/Convention Center/Downbeach/Marina/Brigant 0.3 mi
-  8 Turn slight right onto Atlantic City-Brigantine Conn. 0.2 mi
-  9 Take EXIT H on the left toward Renaissance Pointe/Borgata. 0.3 mi
-  10 Turn slight left onto Borgata Way. 0.0 mi
-  11 Keep right at the fork to continue on Borgata Way. 0.1 mi
-  12. [1-99] BORGATA WAY.

*\* home address*

 **[1-99] Borgata Way** [Edit](#)  
Atlantic City, NJ 08401

Total Travel Estimate: 2 hours 9 minutes / 111.28 miles Fuel Cost: Calculate

MapQuest and its services are provided as is. MapQuest and its services are not responsible for any errors or omissions in the data or for any delays resulting from your use of MapQuest.



\* Please score su experiencia \*  
 \* Stronómica en \*  
 \* LongHornSurvey.com. \*  
 \*\*\*\*\*  
 \* EXPIRES Nov 21, 2011)

Duplicate Receipt  
 Stored Order

Subtotal 18.98  
 Sales Tax 1.33

11/14/2011

Please pay this amount  
 Total 20.31

- 5.34  
 -----  
 \$ 14.97

In

Clin Sayers  
 Dining Partner

344-2050

\*\*\*\*\*  
 Discover \*  
 New Steakhouse Lunch \*  
 Combinations from \$7.99 \*  
 \*\*\*\*\*

Atlantic City  
 Convention Center  
 Parking Garage  
 RECEIPT K21

ENTRY TIME:  
 11/15/11 08:15  
 EXIT TIME:  
 11/15/11 13:14  
 PARK-DUR.: HR8:MIN  
 0:04:59  
 AMOUNT:  
 \$ 14.00

KIND OF PAYMENT:

Mastercard

XXXXXXXXXXXX

XXXXX

AUTH. CODE

TICKET-TYPE:

VALID BETWEEN:

AMOUNT:

\$ 14.00

11/15/11 13:14

THANK YOU FOR YOUR  
 VISIT

FRONT REPORT  
 PRINT ORIGINAL  
 PRINT PIZZA

11/15/2011

11/15/2011 11:05PM

MEDIUM PIZZA 6.95  
 MEDIUM SODA 2.00

TAX 1.33  
 PAY AMOUNT 10.28  
 100391171  
 08/19/75

MICHAEL  
 ANDREZ, MANUEL

CHECK REWARDS 14.00  
 0000  
 THANKS ONE

\* AVAILABILITY NOT INCLUSIVE \*  
 \* PRICE INCLUSIVE OF TAXES \*

RAQUITY

TOTAL DUES

PRINT NAME

ROOM NUMBER

SIGNATURE

\* : credit card #s  
 transaction codes  
 redacted  
 per OPRA-

Borgata Hotel Casino & Spa  
11/14/2011 12:44

Borgata Parking Gara  
Check: 58883  
Server: Cornelius  
Terminal: 5

Regular Check  
1 \$5.00 5.00  
  
Sub-Total 5.00  
Sales Tax 0.00  
Luxury Tax 0.00  
  
Gratuity 0.00  
Service Charge 0.00  
Total 5.00

Cash 5.00  
GRAND TOTAL 5.00

5 C15457 11/14/2011 12:44

Thank You and Have a Nice Day  
Transfers expire at 6am

Fatburger - Borgata Casino  
One Borgata Way Unit# 6  
Atlantic City, NJ 08762  
(609) 317-8210 phone  
(609) 317-8212 fax

11/16/2011 3:54

Fatburger  
Check: 1041848  
Server: Beautiful  
Terminal: 104  
Table: MANNY

To Go  
1 Chicken Sandwich 5.69  
1 Skinny Fries 2.49  
  
Subtotal 8.18  
Tax 0.57  
Total 8.75

MC (NV) 8.75

GRAND TOTAL 8.75

1104 C9022188 11/16/2011 03:55

[www.fatburger.com/feedback](http://www.fatburger.com/feedback)

Borgata Hotel Casino & Spa  
1/15/2011 8:09

Borgata Parking Gara  
Check: 78077  
Server: Nakia B  
Terminal: 7

Regular Check  
1 \$5.00 5.00

Sub-Total 5.00  
Sales Tax 0.00  
Luxury Tax 0.00

Gratuity 0.00  
Service Charge 0.00  
Total 5.00

Cash 5.00  
GRAND TOTAL 5.00

F7 C8974 11/15/2011 08:09

Thank You and Have a Nice Day  
Transfers expire at 6am

Borgata Hotel Casino & Spa  
11/16/2011 12:10

Borgata Parking Gara  
Check: 62493  
Server: nicole  
Terminal: 6

Regular Check  
1 \$5.00 5.00

Sub-Total 5.00  
Sales Tax 0.00  
Luxury Tax 0.00

Gratuity 0.00  
Service Charge 0.00  
Total 5.00

Cash 5.00  
GRAND TOTAL 5.00

F6 C5923 11/16/2011 12:10

Thank You and Have a Nice Day  
Transfers expire at 6am

BILL TO  
SHIP TO  
VENDOR

Dept of Finance/(908)527-4065  
UC Administration Building  
10 Elizabethtown Plaza  
Elizabeth, NJ 07207

UC DEPT OF FINANCE  
UC ADMINISTRATION BUILDING  
10 ELIZABETHTOWN PLAZA  
ELIZABETH, NJ 07207

VENDOR #: NJL03  
NJ LEAGUE OF MUNICIPALITIES  
222 WEST STATE ST  
TRENTON, NJ 08608

Pg 1

**COUNTY OF UNION, NEW JERSEY**

**PURCHASE ORDER/VOUCHER**  
THIS NUMBER MUST APPEAR ON ALL INVOICES,  
PACKING LISTS, CORRESPONDENCE, ETC.

No. 11008548

ORDER DATE: 10/06/11  
REQUISITION NO: 11008268  
DELIVERY DATE: 10/05/11  
STATE CONTRACT: \* INJCP  
F.O.B. TERMS:

**PAYMENT RECORD**

CHECK NO.	CHECK DATE
-----------	------------

1-908-527-4000

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00/EA	NJLM 96TH ANNUAL LEAGUE CONF	1-01-20-705-030-387	60.0000	60.00
1.00/EA	WOMEN IN GOVER'T BREAKFAST	1-01-20-705-030-384	30.0000	30.00
	NJLM 96TH ANNUAL LEAGUE CONFERENCE REGISTRATION FEE (\$50.00) FOR BIBI TAYLOR NOVEMBER 15-17, 2011			
	WOMEN IN GOV'T BREAKFAST REGISTRATION NOVEMBER 17, 2011 (\$30.00)			
			TOTAL	90.00

2011 DEC -7 AM 8:47  
DEPT OF FINANCE  
COUNTY OF UNION NJ

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A.40a:11.3) must comply with the requirement of P.L. 1975, c 127(N.J.A.C. 17:27) (on reverse)

**DEPARTMENT ATTEST**  
DELIVERY SLIPS RECEIVED AND CHECKED

*[Signature]*

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

**FOR PAYMENT - SIGN AND RETURN  
TO ABOVE "BILL TO ADDRESS"**

**SIGNATURE BELOW MUST BE ORIGINAL  
PLEASE MAKE COPY FOR YOUR RECORDS**

**PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF  
MATERIALS, SUPPLIES AND EQUIPMENT**

12/30/11 *[Signature]*

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

**VENDOR'S CERTIFICATION & DECLARATION**

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

12/28/11 *[Signature]*

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_



## County of Union Employee Personal Expense Claim (E.P.E.C.)

Employee Name: Bibi Taylor

Department Name:

Finance

Division Name:

Account Number: 1-01-20-705-030-387

### Description of Course/Conference

Name of Course/Conference: NJLM 96<sup>th</sup> Annual League Conference

Course/Conference/Sponsor: Atlantic City Convention Center

Location: Atlantic Ciy, NJ

Departure Date:  
(mm-dd-yy)

Start Date: 11/15/11  
(mm-dd-yy)

End Date: 11/17/11  
(mm-dd-yy)

### Approval to Attend

Department/Division Head:

Department of Finance:

County Manager:

*Sherida Bedu*

### Description of Expenses

Description	County Sub Account	Grant Sub Account	Estimated Expenses	Actual Expenses	Comments
Other Expense	326				
Travel	383				
Meals	384			<del>150.00</del>	
Lodging	385			453.00	Borgata Hotel
Registration	387			<del>90.00</del> <del>80.00</del>	Women in Gov't & Gen. Regist
Time Only					
Total				<del>683.00</del> <del>453.00</del> 90.00	

I hereby certify that the above listed expenditures are as a result of my duties as a county employee.

Employee's Signature: *Bibi Taylor* Date: 9/21/11

Comptroller's Signature: *[Signature]* Date: 11/1/11

In accordance with N.J.S.A. 40A:5-16 the Director of Finance/Comptroller is authorized to reject any Voucher for reimbursement which does not comply with the above.





## County of Union Employee Personal Expense Claim (E.P.E.C.)

Employee Name: Bibi Taylor

Department Name:

Finance

Division Name:

Account Number: 384 & 387

### Description of Course/Conference

Name of Course/Conference: Njlm 96<sup>th</sup> Annual League Conference

Course/Conference/Sponsor: Atlantic City Convention Center

Location: Atlantic City, NJ

Departure Date:  
(mm-dd-yy)

Start Date: 11/15/11  
(mm-dd-yy)

End Date: 11/17/11  
(mm-dd-yy)

### Approval to Attend

Department/Division Head:

Department of Finance:

County Manager:

### Description of Expenses

Description	County Sub Account	Grant Sub Account	Estimated Expenses	Actual Expenses	Comments
Other Expense	326				
Travel	383				
Meals	384			30.00	
Lodging	385				
Registration	387			60.00	
Time Only					
Total				90.00	

I hereby certify that the above listed expenditures are as a result of my duties as a county employee.

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comptroller's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

In accordance with N.J.S.A. 40A:5-16 the Director of Finance/Comptroller is authorized to reject any Voucher for reimbursement which does not comply with the above.

**Gayle Krygier**

**From:** 96th Annual League Conference [regmail@compusystems.com]  
**Sent:** Monday, November 28, 2011 3:31 PM  
**To:** Gayle Krygier  
**Subject:** 96th Annual League Conference Registration Confirmation/Invoice



New Jersey State League of Municipalities

**REGISTRATION CONFIRMATION / INVOICE REMITTANCE**

Please print this page for your records

11-28-2011

Registration Confirmation: 262359

**Billing Address:**

BIBI TAYLOR  
 DIRECTOR OF FINANCE  
 UNION COUNTY  
 10 ELIZABETH PLAZA  
 ELIZABETH, NJ 07207

**Shipping Address:**

BIBI TAYLOR  
 DIRECTOR OF FINANCE  
 UNION COUNTY  
 10 ELIZABETH PLAZA  
 ELIZABETH, NJ 07207

Dear BIBI TAYLOR,

This letter confirms your registration for the New Jersey State League of Municipalities 96th Ann Conference in Atlantic City, New Jersey on November 15 -18, 2011. This letter is your official confirmation for your registration. Please read the following information thoroughly, as it contain important facts about your registration. Please keep this receipt for your records.

**REGISTRATION INFORMATION**

Our records indicate that you are the key contact and that you have obtained the proper authorizat make this purchase on behalf of your municipality and/or organization. You are responsible for distributing all conference materials. Below is your key contact number. Use this number on all correspondence.

Key Contact: # 262359 (No Badge) Key contacts do not receive a badge, unless you have register

11/28/2011

This form was approved by the Local Finance Board and meets the requirements for certification of performance of service (See certification above). Since the Local Finance Board has approved this form, your voucher for separate signature is not needed.

<b>EVENT INFORMATION</b>
--------------------------

### **Conference Materials**

Badges will be mailed by November 1, 2011. This confirmation recognizes that you are the person responsible for the distribution of conference materials to your group and that you have obtained the proper authorization to make this purchase on behalf of your municipality and/or organization. Badges for the group you have registered will be mailed to you. Please note that no one will be allowed in the exhibit hall or meeting rooms without a badge.

### **Corrections Delegates**

All persons submitted by you for pre-registration are attached to this letter. If you would like to make a change to the spelling of any municipality, company, name, or title, please print this confirmation, make the correction on the page and fax to 708-344-4444 by October 14, 2011.

### **Additions**

Online: to register additional delegates after concluding the online process and/or upon receiving this confirmation, you must begin a new online registration session for those individuals only. Register them online at [www.njslom.org](http://www.njslom.org) follow the link to online registration.

Paper Registration: to register additional delegates after receiving this confirmation go to [www.njslom.org](http://www.njslom.org) follow the link to the annual conference and download a paper registration form.

### **Refund/Substitution Policy**

Upon completing an online registration and/or receiving this confirmation there are NO REFUNDS. If an individual is unable to attend, he or she may give his or her badge to another person. The new person should bring the badge to the pre-registration desk at the convention hall where they exchange it for a badge with their own name.

### **Questions**

If you have any questions on municipal pre-registration, the League Luncheon, the Mayors' Box Luncheon, or the Women in Government Breakfast please call the League office at 609-695-3481 x113 or x119. If you want to register for the Sustainable Jersey Luncheon please visit [www.sustainablejersey.com](http://www.sustainablejersey.com) to download a registration form or if you have any questions call 609-695-3481 x 113 or 119.

### **Municipal Officials Only**

Attend the Business Meeting at its NEW DAY AND TIME, Thursday, November 17, 2011, 3:30 p.m., Pearl Ballroom, Second Level, Sheraton Convention Center Hotel, Atlantic City. Municipal Officials only can participate in the deliberation and adoption of Conference Resolutions, which set our legislative priorities for the coming year. While the League constitution requires that the mayors or their official designees shall cast ballots, all municipal officials are encouraged to attend and participate in the deliberations.

<b>TRANSPORTATION</b>
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**New Jersey State League  
of Municipalities**

222 West State Street, Trenton, New Jersey 08608  
PHONE (609) 695-3481 • FAX (609) 695-0151  
EMAIL league@njslom.com • www.njslom.com

William G. Dressel, Jr., EXECUTIVE DIRECTOR

Michael J. Darcy, CAE, ASSISTANT EXECUTIVE DIRECTOR

October 12, 2011

BiBi Taylor Dept of Finance/Admin Bldg  
Union County  
10 Elizabethtown Plaza  
Elizabeth, NJ 07207

S/w GAIL  
x 119

Dear Sir or Madam,

We are unable to process your order request.

**REASON FOR RETURN(S):**

- NO REGISTRATION FORM ENCLOSED
- CERTIFICATION BY APPROVING OFFICIAL ON FRONT OF FORM IS NOT FILLED OUT CORRECTLY (I.E. SIGNATURE, IN HOUSE PO#, ETC). or CERTIFICATION IS MISSING ENTIRELY.
- UNABLE TO READ WRITING ON THE FORM PLEASE TYPE OR PRINT.

**Please complete the entire form and mail back to:**

**New Jersey State League of Municipalities  
222 West State Street, Trenton, NJ 08608  
Attention: Bookkeeping Department**

- PRE-REGISTRATION IS CLOSED – DEADLINE WAS OCTOBER 1, 2011
- WE ARE UNABLE TO EXCEPT FAXED ORDERS, PLEASE MAIL ORIGINALS.
- LEAGUE LUNCHEON IS SOLD OUT
- MAYOR'S BOX LUNCHEON IS SOLD OUT
- WOMEN IN GOVERNMENT BREAKFAST IS SOLD OUT
- SUSTAINABLE JERSEY LUNCHEON IS SOLD OUT
- OTHER – We are returning your PO# 11008548 unprocessed. BiBi Taylor is not pre-registered and our deadline was October 1, 2011. Please bring a PO with you onsite to Atlantic City in the amount of \$ 60.00 for your onsite registration. You will need to provide a separate PO for your WIMG Breakfast ticket request. At this time, you cannot pre-register for conference and a separate PO must be submitted before we can order your WIMG Breakfast ticket.

COUNTY OF UNION, NEW JERSEY

**PURCHASE ORDER VOUCHER**  
 THIS NUMBER MUST APPEAR ON ALL INVOICES,  
 PACKING LISTS, CORRESPONDENCE, ETC.  
 No. 11008554

ORDER DATE: 10/06/11  
 REQUISITION NO: 11008279  
 DELIVERY DATE:  
 STATE CONTRACT: INJCP  
 F.O.B. TERMS:

**PAYMENT RECORD**

CHECK NO.	CHECK DATE
-----------	------------

1-908-527-4000

Pg 1

ILL TO SHIP TO VENDOR	UC Administration Building 10 Elizabethtown Plaza Elizabeth, NJ 07207
	UC DEPT OF FINANCE UC ADMINISTRATION BUILDING 10 ELIZABETHTOWN PLAZA ELIZABETH, NJ 07207
	BORGATA 1 BORGATA WAY ATLANTIC CITY, NJ 08401

VENDOR #: BOR16

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00/EA	Lodging for NJLM Conference NJLM 96TH ANNUAL LEAGUE CONFERENCE LODGING FOR BIBI TAYLOR.  NOVEMBER 15-17, 2011  <i>cont # KXZVD</i> <i>Group code: GBUC311</i>	1-01-20-705-030-385	453.0000	453.00
			TOTAL	453.00

Vendor supplying goods or services, the total cost of which during a one calendar year period will exceed the public bidding threshold (N.J.S.A.40a:11.3) must comply with the requirement of P.L. 1975, c 127(N.J.A.C. 17:27) (on reverse)

**DEPARTMENT ATTEST**  
 DELIVERY SLIPS RECEIVED AND CHECKED

10/31/11 *[Signature]*  
 DATE SIGNATURE

**FOR PAYMENT - SIGN AND RETURN TO ABOVE "BILL TO ADDRESS"**

**SIGNATURE BELOW MUST BE ORIGINAL PLEASE MAKE COPY FOR YOUR RECORDS**

**PERSONAL KNOWLEDGE OF SERVICE RENDERED OR RECEIPT OF MATERIALS, SUPPLIES AND EQUIPMENT**

**VENDOR'S CERTIFICATION & DECLARATION**  
 I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

*Bibi Taylor*  
 SIGNATURE

10/25/2011 *[Signature]*  
 DATE SIGNATURE  
 Group Coordinator



## County of Union Employee Personal Expense Claim (E.P.E.C.)

Employee Name: Bibi Taylor

Department Name: Finance Division Name:

Account Number: 1-01-20-705-030-387

### Description of Course/Conference

Name of Course/Conference: NJLM 96<sup>th</sup> Annual League Conference

Course/Conference/Sponsor: Atlantic City Convention Center

Location: Atlantic City, NJ

Departure Date: (mm-dd-yy) Start Date: 11/15/11 End Date: 11/17/11  
(mm-dd-yy) (mm-dd-yy) (mm-dd-yy)

### Approval to Attend

Department/Division Head:

Department of Finance:

County Manager: *Sharda Badi*

### Description of Expenses

Description	County Sub Account	Grant Sub Account	Estimated Expenses	Actual Expenses	Comments
Other Expense	326				
Travel	383				
Meals	384			<del>150.00</del>	
Lodging	385			453.00	Borgata Hotel
Registration	387			<del>90.00</del> <del>80.00</del>	Women in Gov't & Gen. Regist
Time Only					
Total				<del>683.00</del> 453.00	

I hereby certify that the above listed expenditures are as a result of my duties as a county employee.

Employee's Signature: *Bibi Taylor* Date: *9/21/11*

Comptroller's Signature: *[Signature]* Date: *11/1/11*

In accordance with N.J.S.A. 40A:5-16 the Director of Finance/Comptroller is authorized to reject any Voucher for reimbursement which does not comply with the above.

**FOR USE BY MUNICIPAL OFFICIALS ONLY**  
**HOTEL & MOTEL RESERVATION FORM**  
**NEW JERSEY STATE LEAGUE OF MUNICIPALITIES**  
 THE ATLANTIC CITY CONVENTION CENTER – NOV. 15, 16, 17, 2011 – ATLANTIC CITY, NJ

MAIL TO:  
 NJLM 96<sup>th</sup> Annual Conference  
 201 Tilton Road, Suite 17B  
 London Square Mall  
 Northfield, NJ 08225

**OR**

FAX TO: (609) 383-8616  
**Online:** NJSLOM.org then click on  
 "Annual Conference"  
 PAYMENT REQUIRED TO HOTEL BY OCT. 14

**LAST DATE TO MAKE RESERVATIONS IS FRIDAY, OCTOBER 14<sup>TH</sup>.**

**HEADQUARERS – ATLANTIC CITY CONVENTION CENTER – 96<sup>TH</sup> ANNUAL LEAGUE CONFERENCE**

**SPECIAL NOTE: Please make firm decisions early and realistic reservations. CANCELLATIONS MADE AFTER THURSDAY, NOVEMBER 10, WILL BE REQUIRED TO PAY FOR ALL CANCELLED NIGHTS. GOVERNMENT AGENCIES SEND VOUCHERS IMMEDIATELY TO HOTEL ASSIGNED AFTER RECEIVING HOTEL ASSIGNMENT. CANCEL DEADLINE IS NOV. 9<sup>th</sup> FOR SHOWBOAT, CAESARS, HARRAH'S AND BALLY'S.**

**Hotel Choice(s):**

1<sup>st</sup> BORGATA HOTEL CASINO + SPA  
 2<sup>nd</sup> TRUMP PLAZA HOTEL + CASINO  
 3<sup>rd</sup> \_\_\_\_\_

4<sup>th</sup> \_\_\_\_\_  
 5<sup>th</sup> \_\_\_\_\_  
 6<sup>th</sup> \_\_\_\_\_

Number of Rooms Requested: 1 Number of Beds: 1 Number of Persons Per Room: 1

Special Request:  Smoking  Non-Smoking  Handicapped  Other \_\_\_\_\_

**\*PAYMENT INFORMATION (please check):**

CREDIT CARD TYPE: \_\_\_\_\_ # \_\_\_\_\_ Exp. \_\_\_\_\_  
 CANCELLATION AND DATE CHANGES MUST BE COMPLETED NO LATER THAN NOVEMBER 10. CANCELLATIONS AFTER THAT DATE, WILL BE CHARGED. \_\_\_\_\_ Initial/Acknowledgement

**VOUCHER/PURCHASE ORDER – SEND P.O./VOUCHER IMMEDIATELY AFTER RECEIVING HOTEL ASSIGNMENT. PAYMENTS MUST BE MADE TO HOTEL NO LATER THAN OCTOBER 14. CANCELLATIONS AND CHANGES TO # OF NIGHTS MUST BE COMPLETED BY 11/10. CANCELLATIONS AFTER NOVEMBER 10<sup>th</sup>, WILL NOT BE REFUNDED. CANCEL DEADLINE IS NOV. 9<sup>th</sup> FOR SHOWBOAT, CAESARS, HARRAH'S AND BALLY'S.** \_\_\_\_\_ Initial/Acknowledgement

**ARRIVAL AND DEPARTURE DATES ARE ESSENTIAL!**

Arriving Atlantic City: 11/15/2011 Departing Atlantic City: 11/18/2011  
 If accommodations at the hotel/motel of my choice are not available, I understand the Housing Dept. will make comparable reservations elsewhere and that I will receive acknowledgement directly from the Housing Department and/or assigned property. Acknowledgements will be sent after each reservation booking, modification and/or cancellation. **REVIEW FOR ACCURACY.**

Rooms will be occupied by: (Names MUST be supplied for each room reserved.) **DO NOT OVERBOOK!**

Name of Occupant	Smoking Y or N	# of Beds	Dates of Stay if Different Than Above
Room 1 <u>Bibi Taylor</u>	<u>N</u>	<u>1</u>	
Room 2			
Room 3			
Room 4			

(PLEASE ATTACH LIST OF ADDITIONAL NAMES, IF NECESSARY – PLEASE, IN ARRIVAL DATE ORDER)

**CONFIRM TO: ALL CONFIRMATIONS WILL BE ADDRESSED TO THIS PERSON.**

Name (please print): Bibi Taylor  
 Company/Organization: COUNTY OF UNION  
 Company Street Address: (No P.O. Box) 10 ELIZABETHTOWN PLAZA  
 City: ELIZABETH State: NJ Zip: 07207  
 Telephone: 908 527-4085 Ext. \_\_\_\_\_ Fax: (Required) 908 558-3486  
 Email: gbishop@ucnj.org

**NOTE: OPEN YOUR SPAM FILTERS TO ALLOW ACKNOWLEDGEMENTS FROM SERVICE@ACROOMS.COM**  
 \* HOTEL LOCATION AND RATES ON BACK \*

## Gina Bishop

---

**From:** service@acrooms.com  
**Sent:** Tuesday, September 20, 2011 2:38 PM  
**To:** Gina Bishop  
**Subject:** RESERVATION CONFIRMATION

Dear Gina,Bishop :

Thank you for using AC Central Reservations to manage your hotel accomodation for : **NJSLOM 2011**

Please verify the following information is accurate. Please contact us immediately if there are any inaccuracies on your reservation.

**Please read important policy information regarding requests, check in and cancellation at the end of the Acknowledgement.**

Booking Acknowledgment Number:	8823
Contact:	10 Elizabethtown Plaza Elizabeth 07207
Telephone:	908 527-4085
Fax:	908 558-3486
Email:	<a href="mailto:gbishop@ucnj.org">gbishop@ucnj.org</a>
Hotel:	Borgata Hotel Casino & Spa One Borgata Way Atlantic City 08401
Guarantee Method:	Voucher
Tax Exempt:	Yes
Number of Rooms:	1
Rate per day/per room:	146/146/146
Occupancy Fee:	\$5.00
Additional Adult Charge:	
Room #1:	n/a n/a
Room #1 Number of occupants	1
Rate per day:	146/146/146
Arrival:	Nov 15, 2011
Departure:	Nov 18, 2011
Status:	Active
Subtotal for reservation:	146/146/146
Tax Rate:	
Occupancy Fee:	\$15.00
Extra Person Fee:	\$0.00
TOTAL WITH TAXES/FEES:	\$453.00

**Guarantee Policy:**Send P.O/Voucher immediately after receiving hotel assignment. Payments must be made to hotel no later than October 14.

**Cancellation Policy:**Cancellations and changes to number of nights must be completed by November 10. Cancellations after November 10th will



not be refunded. CANCEL DEADLINE IS NOVEMBER 9TH FOR SHOWBOAT, CAESARS, HARRAHS AND BALLYS.

**OTHER POLICY:--**

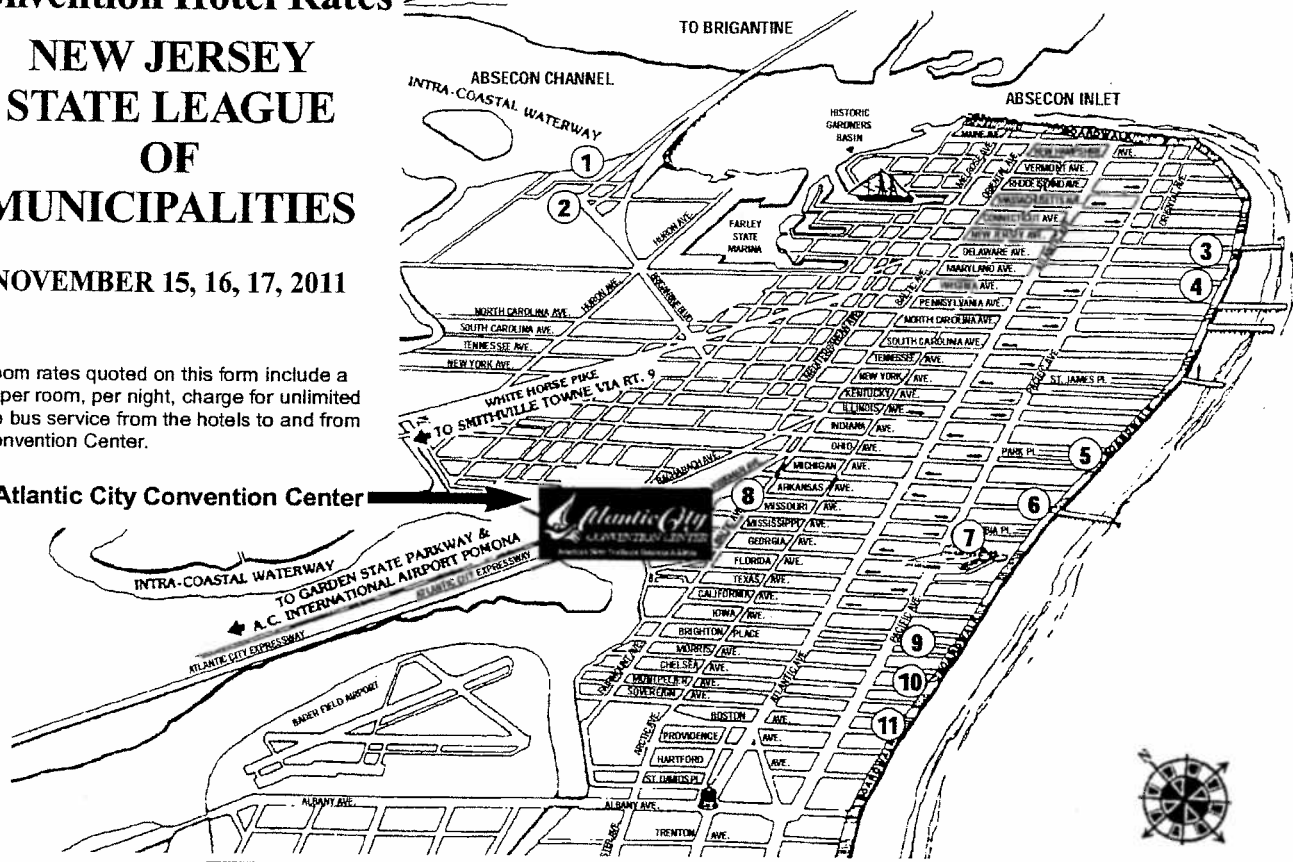
# Convention Hotel Rates

## NEW JERSEY STATE LEAGUE OF MUNICIPALITIES

NOVEMBER 15, 16, 17, 2011

The room rates quoted on this form include a \$7.00 per room, per night, charge for unlimited shuttle bus service from the hotels to and from the Convention Center.

The Atlantic City Convention Center



THE ATLANTIC CITY CONVENTION CENTER • ATLANTIC CITY, NJ

MAP #		SINGLE/DOUBLE
11	Atlantic City Hilton Casino Resort (1, 2, 3, 4)	\$79
5	Bally's Atlantic City (ROH) (1, 2, 3, 4)	129
2	Borgata Hotel Casino & Spa (1, 2, 3, 4)	146
6	Caesars Atlantic City (ROH) (1, 2, 3)	149
1	Harrah's Marina (1, 2, 3, 4)	89
		109 Waterfront Tower
8	Sheraton A.C. Convention Center Hotel (1, 2, 4, 5) 100% Non Smoking	142
		172 Club Level
3	Showboat Casino Hotel (1, 2, 3)	89
4	Taj Mahal (1, 2, 3, 4)	92
		115 Chairman Tower
10	The Chelsea (1, 2, 4, 7) 100% Non Smoking	69 Annex King Only
		79 Chelsea King Only
9	Tropicana Casino Resort (1, 2, 3, 4)	85 Standard
		95 Havana Tower
7	Trump Plaza Hotel & Casino (1, 2, 3, 4)	90

One bedroom junior suites and larger hospitality type suites vary in price and hotel location. Rates range from \$153 for a junior type suite to \$475 for a hospitality type suite. Suites are on a "first come" basis per hotel. Please identify if you desire a junior suite or a hospitality suite type on your form. You will receive a call from the reservation office to discuss details prior to booking if we do not have information from prior years.

1. Restaurant and/or Coffee Shop  
2. Cocktail Lounge and Bar  
3. Room Service

4. All Year Pool  
5. Non-Casino Hotel

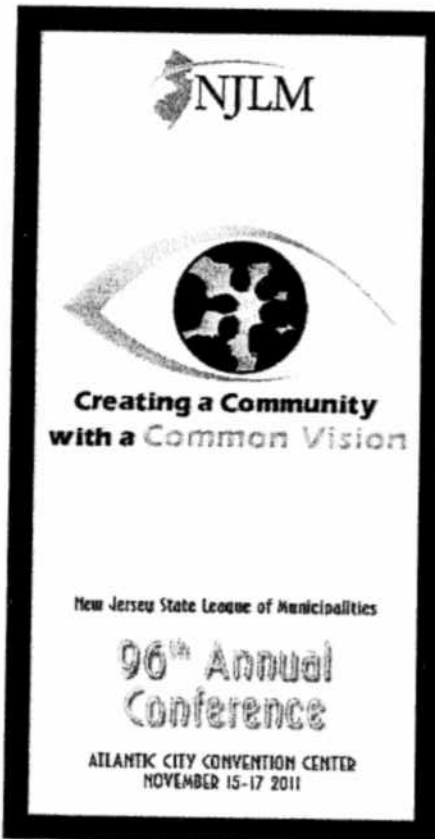
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Visit the League's Interlocal Advisory Center

**96th Annual New Jersey League of Municipalities Conference  
Atlantic City Convention Center  
November 14 (exhibit move in), 15, 16, 17, 2011**

[Click here for the 96th Conference Preview](#)



<b>REGISTRATION</b>
<i>(Exhibitors scroll down to the Exhibitor Information header for correct instructions)</i>
<a href="#">Online Pre-Registration Link</a>
<a href="#">Attendee Pre-registration Form for Downloading - WORD PDF</a> ✓
Pre-registration discount rates are Municipal \$50; Non-municipal \$100
Attendee On-Site registration is available at the Atlantic City Convention Center 11/15/11 to 11/17/11 (cash, check or government PO) Municipal \$60; Non-municipal \$120
<a href="#">Mayors Box Luncheon form WORD and PDF</a>
<a href="#">League Luncheon form WORD and PDF</a>
<a href="#">Women in Government Breakfast form WORD and PDF</a> ✓
<b>HOUSING</b>
<a href="#">Online Housing Reservations</a> ✓
<a href="#">Municipal Officials Housing Instructions</a>
<a href="#">Municipal Housing Form WORD PDF</a>
<a href="#">Non-Municipal Housing Form WORD PDF</a>
<a href="#">Conference Hotels Map and Rates</a> ✓
<b>EXHIBITING INFORMATION</b>
<a href="#">Exhibiting information and Exhibitor Housing Information</a>
<a href="#">Exhibitor Staff Registration – For Confirmed Exhibitors ONLY</a>
<b>WORKSHOP/EDUCATION SESSIONS - AFFILIATE MEETINGS INFORMATION</b>
<b>CEU PROCEDURES</b>
<a href="#">CEU Credits (9/12/11)</a>
<a href="#">Workshop and Education Sessions (06/07/11)</a>
<b>NEWS &amp; NOTICES</b>
<a href="#">Annual Business Meeting Date Correction Held at the 96th Annual League Conference</a>
<a href="#">Call for Nominations Tenth Annual Innovation in Governance Awards</a>
<a href="#">Shuttle Bus Accessibility Form WORD or PDF</a>
<a href="#">Municipal Public Information Contest</a>
<a href="#">2011 League Conference Resolutions</a>
<a href="#">Annual Meeting - New Time and Date</a>
<b>CONSULTING OPPORTUNITY</b>

<a href="#">Conference Schedule</a>
<a href="#">Interactive List of Exhibitors</a>
<a href="#">3rd Annual Sustainable Jersey Awards Luncheon</a>
<a href="#">17th Annual Mayors' Hall of Fame</a>
<a href="#">Plan to Attend the League Conference, Your Fellow Leaders Need YOU!</a>
<a href="#">Annual Business Meeting – Thursday, November 17, 2011</a>
<p>Preliminary Schedule:</p> <p>June 1 – Housing Forms are available August 1 – Delegates Pre-Registration Opens October 7 – Resolution submission deadline November 14 – exhibitors only move in November 15 – Exhibits, Orientation, Consulting Period, Workshops, Affiliate Sessions November 16 – Exhibits, General Sessions, Mayors Lunch, Legislative Update, Affiliate Sessions November 17 – Exhibits, Women in Government Breakfast, League Luncheon, Affiliate Sessions. Exhibits close at 1:00 PM, Sessions continue to 4:00 PM <b>Business Meeting, 3:30 p.m. Sheraton</b></p>

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