

GENOVA  
BURNS  
GIANTOMASI  
WEBSTER  
ATTORNEYS-AT-LAW

494 Broad Street  
Newark, NJ 07102-3230  
Telephone 973-533-0777  
Fax 973-533-1112  
Tax ID# 22-2940404  
[www.genovaburns.com](http://www.genovaburns.com)

December 10, 2013  
Invoice No.: 247761

Bergen Community College  
Attn: Lisa DiGaetano  
400 Paramus Road  
Paramus, NJ 07652  
LDigaetano@bergen.edu

For professional services rendered and disbursements advanced through November 30, 2013

**Client Matter: 21708.1**

**RE: Review of payroll issues**

**PROFESSIONAL SERVICES RENDERED**

Date	Atty	Description Of Services Rendered	Hours	Amount
11/01/13	PWM	Review client's documents; review status of document review with AG; draft email to S. Raso, Esq. requesting information <del>regarding employee</del> contributions to 401k coverage; identify legal issues; draft status report to S. Raso, Esq.	2.10	367.50
11/01/13	AG	Meet with PWM regarding research <del>tax issues</del> ; email PWM reagrdng questions for opinion letter to client; meeting with PWM reagrdng <del>tax issues</del> , email status report to client.	2.70	472.50
11/04/13	PWM	Email communications with S. Raso, Esq. regarding information required and Nov. 6 call with client	.10	17.50
11/06/13	PWM	Confer with ABG regarding fact investigation and prep for Nov. 6 client call; telephone conference with client and Silvana Raso, Esq.	1.50	262.50
11/06/13	AG	Prepare for BCC conference call; meet with PWM regarding <del>tax issues</del> conference call; draft questions and discussion points for conferene call; conference call with BCC staff.	2.50	437.50
11/07/13	AG	Compose conference call meeting notes.	.80	140.00

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Date	Atty	Description Of Services Rendered	Hours	Amount
11/11/13	PWM	Confer ABG regarding analysis of [redacted] provided by client	.20	35.00
11/11/13	AG	Review email from BCC regarding [redacted] overpayments. Email PWM regarding applicability to [redacted]	.30	52.50
11/12/13	AG	Review client documents to determine if [redacted] for imputed income on tax withholding. Email PWM regarding BCC calculations.	.20	35.00
11/18/13	AJG	No Charge - Review and reply to email from PWM regarding status of matter.	.10	N/C
11/18/13	AG	No Charge - Phone call with RB to review case file.	.10	N/C

**TOTAL PROFESSIONAL SERVICES \$ 1,820.00**

**SUMMARY OF PROFESSIONAL SERVICES**

Name	Rate	Hours	Total
Patrick W. McGovern	175.00	3.90	682.50
Allison Gotfried	175.00	6.50	1,137.50
<b>TOTALS</b>		<b>10.40</b>	<b>\$1,820.00</b>

**TOTAL THIS INVOICE \$ 1,820.00**

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**ACCOUNTS RECEIVABLE INVOICES OUTSTANDING**

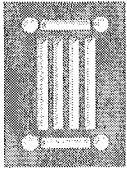
Invoice Number	Date	Invoice Total	Payments Received	Ending Balance
245626	11/12/13	3,850.00	.00	3,850.00

Previous Balance \$ 3,850.00

Balance Due This Invoice \$ 1,820.00

**TOTAL BALANCE DUE** **\$ 5,670.00**

CC:[TAB ]mferrara@bergen.edu



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**REMITTANCE ADVICE**

Client Matter: 21708.1

**RE: Review of payroll issues**

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<b>BALANCE DUE THIS INVOICE</b>	<b>\$ 1,820.00</b>
Previous Balance	<u>\$ 3,850.00</u>
<b>TOTAL BALANCE DUE</b>	<b><u>\$ 5,670.00</u></b>

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Please return this advice with payment to:

Genova Burns Giantomasi Webster LLC  
ATTN: Accounts Receivable  
494 Broad Street  
Newark, NJ 07102-3230

**TERMS: NET 30 DAYS**

*Thank you!*  
*Your business is greatly appreciated.*

Genova Burns Giantomasi Webster LLC