



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)

Bergen Community College  
Attn: Maria Ferrara  
400 Paramus Road  
Paramus, NJ 07652  
mferrara@bergen.edu

January 6, 2015  
Invoice No.: 271692

For professional services rendered and disbursements through December 31, 2014

**Client Matter: 21708.2**

**RE: General Employment Benefit Matters**

**PROFESSIONAL SERVICES RENDERED**

Date	Atty	Description Of Services Rendered	Hours	Amount
12/03/14	PWM	██████████ telephone conference with ██████████ and J. Miller; confer with KB regarding ██████████	.70	122.50
12/03/14	KB	Conference with PWM regarding ██████████	.30	52.50
12/04/14	KB	Revise ██████████ documents ██████████	2.90	507.50
12/23/14	PWM	Review and reply to emails from ██████████ regarding ██████████	.20	35.00
12/31/14	PWM	██████████ final review and revision of ██████████ and email same to ██████████	2.60	455.00
12/31/14	KB	Review and revise ██████████	2.20	385.00
12/31/14	KB	Perform final review and revise ██████████	.40	70.00
12/31/14	KB	Final review and revise of ██████████	.30	52.50

**TOTAL PROFESSIONAL SERVICES**

**\$ 1,680.00**

January 6, 2015  
Invoice No.: 271692

**SUMMARY OF PROFESSIONAL SERVICES**

<b>Name</b>	<b>Rate</b>	<b>Hours</b>	<b>Total</b>
Patrick W. McGovern	175.00	3.50	612.50
Kelly Brennan	175.00	6.10	1,067.50
<b>TOTALS</b>		<b>9.60</b>	<b>\$1,680.00</b>

**TOTAL THIS INVOICE** **\$ 1,680.00**

January 6, 2015  
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Balance Due This Invoice	<u>\$ 1,680.00</u>
<b>TOTAL BALANCE DUE</b>	<b><u><u>\$1,680.00</u></u></b>



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**REMITTANCE ADVICE**

**BALANCE DUE THIS INVOICE** **\$ 1,680.00**

**TOTAL BALANCE DUE** **\$ 1,680.00**

Please return this advice with payment to:

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

Pay By Telephone: 973.646.3298

The firm of Genova Burns LLC (Firm) accepts payment by credit card.

I authorize the Firm to charge the amount of \$ \_\_\_\_\_ on my credit card.

Credit card type: \_\_\_\_\_ Visa \_\_\_\_\_ MasterCard \_\_\_\_\_ American Express

Credit card number: \_\_\_\_\_ Verification code: \_\_\_\_\_

Name as appears on card: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Billing address (must be provided): \_\_\_\_\_

If, after a payment by credit card, you later dispute the charges, unless prohibited by law, you agree not to cancel, revoke, charge back or dispute any previously entered charge on your credit card. If you do so, and it is later determined that the charge was properly authorized, you agree to pay all out-of-pocket fees and costs incurred by the Firm as a result of the improper cancellation, revocation, charge back or dispute.

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TERMS: DUE UPON RECEIPT**



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**RE: General Employment Benefit Matters**

**PROFESSIONAL SERVICES RENDERED**

Date	Atty	Description Of Services Rendered	Hours	Amount
12/03/14	PWM	403(b) plan-- telephone conference with P. Bonomolo, S. Raso and J. Miller; confer with KB regarding revisions to plan documents	.70	122.50
12/03/14	KB	Conference with PWM regarding 403(b) plan, President's Benefit Plan, edits.	.30	52.50
12/04/14	KB	Revise 403(b) plan documents to include new information from client.	2.90	507.50
12/23/14	PWM	Review and reply to emails from J. Schepisi, Esq. and R. Fagella, Esq. regarding modifications to settlement agreement; review proposed amendment to agreement	.20	35.00
12/31/14	PWM	403(b) plan-- final review and revision of plan documents and resolution and email same to S. Raso, Esq.	2.60	455.00
12/31/14	KB	Review and revise 403(b) plan with PWM.	2.20	385.00
12/31/14	KB	Perform final review and revise 403(b) plan.	.40	70.00
12/31/14	KB	Final review and revise of 403(b) plan with PWM and email documents to client.	.30	52.50

**TOTAL PROFESSIONAL SERVICES**

**\$ 1,680.00**

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Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TERMS: DUE UPON RECEIPT**





VOUCHER # \_\_\_\_\_

VENDOR # \_\_\_\_\_

**PAYMENT REQUEST  
BERGEN COMMUNITY COLLEGE  
400 PARAMUS ROAD  
PARAMUS, NEW JERSEY 07652-1595  
(201) 447-7103**

DATE January 8, 2015

PAYEE GENOVA BURNS LLC  
494 Broad Street  
Newark, New Jersey 07102-3230

SS#/FED ID# 22-2940404

EMPLOYEE SIGNATURE 

DESCRIPTION/DETAILS	AMOUNT
FOR PROFESSIONAL SERVICES RENDERED FOR THE	
PERIOD ENDING DECEMBER 31, 2014	
INVOICE #271692	
FEES INCURRED	\$1,680.00
TOTAL AMOUNT DUE THIS INVOICE	\$1,680.00
Attach Documentation	Initials

BUDGET CODE	AMOUNT	APPROVALS
10-01-186100607566	\$	
		Division/Department Head
		Executive Council
		Accounting