de maximis, inc.

450 Montbrook Lane
Knoxville, TN 37919
(865) 691-5052
(865) 691-6485 FAX
(865) 691-9835 ACCT. FAX

de maximis Service Invoice
DATE: 09/16/16
INVOICE NUMBER: 161973
PROJECT NUMBER: 3177

William Hyatt, Esq.
Kirkpatrick, Lochart & Gates
One Newark Center-10th Floor
Newark, NJ 07102-5497

PROJECT NAME: **LPRSA RI/FS Project Coordination**
P.O. NUMBER: **4400834643**

REMIT PAYMENT TO:
de maximis, inc.
450 Montbrook Lane
Knoxville, TN 37919-2705

Wire Transfer Remittance Information:
Routing (ABA) Number **064008637**
Account Number: **5037046**

FOR SERVICES RENDERED FROM: 08/01/16 TO 09/04/16

		Professional Services	Travel & Living Expenses	Outside Services	TOTAL
3177	RI/FS Project Coordination Charges	$61,452.21	$899.32	$136.65	$62,488.18

PLEASE PAY THIS AMOUNT: **$62,488.18**

CERTIFIED BY:

Willard F. Potter

Digitally signed by Willard F. Potter
DN: cn=Willard F. Potter, o=de maximis, inc., ou, email=otto@demaximis.com, c=US
Date: 2016.09.19 15:32:38 -04'00'

PROJECT MANAGER

09/16/16
161973
3177 3177
LPRSA RI/FS Project Coordination
RI/FS Project Coordination Charges
P.O. NUMBER: **4400834643**

FOR SERVICES RENDERED FROM 08/01/16 TO 09/04/16

LABOR CHARGES		HOURS	RATE	MISC	TOTAL
FISCAL WEEK: 32 (FROM 08/01/16 TO 08/07/16)					
Senior Project Director	Law,Robert	32.80	$200.00	$328.00	$6,888.00
Senior Project Director	Potter,Willard	30.00	$187.00	$280.50	$5,890.50
Project Manager	Ott,Lindsey	13.50	$93.00	$62.78	$1,318.28
Clerical Support	Bonelli,Ruth	0.50	$60.00	$1.50	$31.50
	TOTAL LABOR FOR FISCAL WEEK 32				**$14,128.28**
FISCAL WEEK: 33 (FROM 08/08/16 TO 08/14/16)					
Senior Project Director	Law,Robert	31.50	$200.00	$315.00	$6,615.00
Senior Project Director	Potter,Willard	23.50	$187.00	$219.73	$4,614.23
Project Manager	Ott,Lindsey	5.00	$93.00	$23.25	$488.25
Project Manager	Maddaluna,Rachel	0.50	$88.00	$2.20	$46.20
Clerical Support	Bonelli,Ruth	0.50	$60.00	$1.50	$31.50
	TOTAL LABOR FOR FISCAL WEEK 33				**$11,795.18**
FISCAL WEEK: 34 (FROM 08/15/16 TO 08/21/16)					
Senior Project Director	Law,Robert	32.90	$200.00	$329.00	$6,909.00
Senior Project Director	Potter,Willard	27.20	$187.00	$254.32	$5,340.72
Clerical Support	Bonelli,Ruth	0.50	$60.00	$1.50	$31.50
	TOTAL LABOR FOR FISCAL WEEK 34				**$12,281.22**
FISCAL WEEK: 35 (FROM 08/22/16 TO 08/28/16)					
Senior Project Director	Law,Robert	31.40	$200.00	$314.00	$6,594.00
Senior Project Director	Potter,Willard	28.20	$187.00	$263.67	$5,537.07
Clerical Support	Bonelli,Ruth	0.50	$60.00	$1.50	$31.50
	TOTAL LABOR FOR FISCAL WEEK 35				**$12,162.57**
FISCAL WEEK: 36 (FROM 08/29/16 TO 09/04/16)					
Senior Project Director	Law,Robert	31.00	$200.00	$310.00	$6,510.00
Senior Project Director	Potter,Willard	23.30	$187.00	$217.86	$4,574.96
	TOTAL LABOR FOR FISCAL WEEK 36				**$11,084.96**

TOTAL LABOR CHARGES THIS INVOICE: ***$61,452.21***

09/16/16
161973
3177 3177
LPRSA RI/FS Project Coordination
RI/FS Project Coordination Charges
P.O. NUMBER: **4400834643**

FOR SERVICES RENDERED FROM 08/01/16 TO 09/04/16

TRAVEL AND EXPENSES SUMMARY
Lindsey E. Ott

TRAVEL DATE(S)	PACKAGE TRAVEL	AIR TRAVEL	GROUND TRANSPORT	LODGING	MEALS	* MISC	TOTAL T & L
Ground Transportation 08/03/16			$32.40		$0.00	$0.00	$32.40
Ground Transportation 08/25/16			$32.40		$0.00	$0.00	$32.40

Robert H. Law

TRAVEL DATE(S)	PACKAGE TRAVEL	AIR TRAVEL	GROUND TRANSPORT	LODGING	MEALS	* MISC	TOTAL T & L
Ground Transportation 08/03/16			$72.36		$0.00	$0.00	$72.36
08/09/16			$72.36		$0.00	$0.00	$72.36
Ground Transportation 08/24/16			$72.36		$0.00	$0.00	$72.36

Willard F. Potter

TRAVEL DATE(S)	PACKAGE TRAVEL	AIR TRAVEL	GROUND TRANSPORT	LODGING	MEALS	* MISC	TOTAL T & L
CV 08/03/16			$133.92		$0.00	$0.00	$133.92
CV 08/09/16			$133.92	$133.92	$0.00	$0.00	$267.84
CV 08/24/16			$133.92		$0.00	$0.00	$133.92

ACTUAL EXPENSES THIS PERIOD:	**$817.56**
MARKUP:	**$81.76**
TOTAL TRAVEL & EXPENSES:	**$899.32**

***PARKING, TOLLS & RELATED PERSONAL EXPENSES**

09/16/16
161973
3177 3177
LPRSA RI/FS Project Coordination
RI/FS Project Coordination Charges
P.O. NUMBER: **4400834643**

FOR SERVICES RENDERED FROM 08/01/16 TO 09/04/16
OUTSIDE SERVICES SUMMARY

VENDOR	INVOICE NUMBER	INVOICE AMOUNT	MARKUP	TOTAL
Citrix Online Division	1206456757	$99.00	$2.97	$101.97
Verizon Wireless	9769906547	$33.67	$1.01	$34.68
TOTAL OUTSIDE SERVICE CHARGES:		***$132.67***	***$3.98***	***$136.65***

BILLING SUMMARY INFORMATION

LABOR CHARGES THIS INVOICE:	$61,452.21
TRAVEL/LIVING CHARGES THIS INVOICE:	$899.32
OUTSIDE SERVICE CHARGES THIS INVOICE:	$136.65
TOTAL CHARGES THIS INVOICE:	**$62,488.18**

FOIA_001406_0082241

1601973
09/16/16
3177
LPRSA RI/FS Project Coordination
RI/FS Project Coordination Charges

FOR SERVICES RENDERED FROM 08/01/16 TO 09/04/16

	HOURS	FISCAL WEEK	SERVICES PROVIDED
Law, Robert	32.80	32	8/1-2 TC Mtg Prep, 8/2 R2-CPG Telecon re: BERA; 8/3 TC Mtg; 8/4 R2 BERA Ltr Rvw; 8/4 RAO/PRG Memo Comment rvw.
Potter, Willard	30.00	32	8/1 Conference Call w/Windward (MJ, LS); 8/2 Conference Call w/Region 2; prep for Technical Committee (TC) Meeting; 8/3 TC Meeting; finalize financial update for TC; review R2 8/4 Letter re RAO/PRG Comments; distribute (8/5) R2 8/4 correspondence to TC; begin prep of monthly Region 2 Progress Report; review AECOM task authorization requests; review revised Integral Invoice 0011095; review revised Moffatt & Nichol Invoice 717665; review revised Windward Invoice 0516.
Ott, Lindsey	13.50	32	8/3 TC Meeting; Prepare TC Meeting Minutes.
Bonelli, Ruth	0.50	32	
Law, Robert	31.50	33	8/8 Group Mtg Prep; 8/8 RAO/PRG Comment Rvw; 8/9 Group Mtg; 8/10, 8/11 RAO-PRG Telecon w/ Integral; 8/12 R2-CPG RI Meeting Summaries; 8/12 Progress Rpt Rvw.
Potter, Willard	23.50	33	Finalize financial update for Group Meeting; 8/9 Group Meeting; 8/11 Conference Call w/Consultant Team re Region 2 comments on RAO/PRG Tech Memo; review AECOM Invoice 37788102.
Ott, Lindsey	5.00	33	Prepare 8/3 TC Meeting Minutes.
Maddaluna, Rachel	0.50	33	Print letter to EPA on letterhead and file.
Bonelli, Ruth	0.50	33	
Law, Robert	32.90	34	8/15-19 BERA Rvw; 8/17 TC Telecon -BERA Rvw.
Potter, Willard	27.20	34	Finalize and submit (8/15) monthly EPA Progress Report; 8/15 Conference Call w/KLNG (WH, DL), MAB; finalize draft TC Meeting minutes and distribute (8/16) to TC; 8/16 Conference Call w/Integral (MG), Windward (LS); 8/17 TC Conference Call; distribute (8/17) monthly EPA Progress Report to TC.
Bonelli, Ruth	0.50	34	Update Project Cost Summary.
Law, Robert	31.40	35	8/22, 23.25; RAO-PRG Memo RTCs; 8/22 Bioaccumulation Modeling Mtg prep; 8/24 R2-CPG Bioaccumulation Meeting.
Potter, Willard	28.20	35	8/22 Conference Call w/AQEA (JC), Windward (MJ, JT) re 8/24 EPA Meeting prep; revise and distribute (8/22) final TC Meeting minutes to TC; distribute (8/22) final RI/FS Program Financial Update to TC; 8/24 EPA/CPG Meeting; review draft revisions to BERA Executive Summary; review TC comments on revisions to draft BERA; review draft RAO/PRG Tech Memo Response to Comments; review AQEA Invoice 48037; review Integral Invoice 0011209; review Windward Invoice 0716.
Bonelli, Ruth	0.50	35	Update Project Cost Summary.
Law, Robert	31.00	36	8/29-9/1 R2 BHHRA Comment Rvw, 8/29-9/1 RAO PRG RTCs Rvw & to CPG; 8/30 BHHRA Telecon w/AECOM; 9/1 TC Mtg Prep.
Potter, Willard	23.30	36	Review EPA 8/25 comments on revised draft Baseline Human Health Risk Assessment (BHHRA); 8/30 Conference Call w/AECOM (BR); review AECOM summary of EPA comments on revised draft BHHRA; review draft RAO/PRG Memo RTCs; review draft TC Meeting Agenda; review Moffatt & Nichol Invoice 720548; review Windward Task Authorization requests; review AQEA Task budget adjustment requests; follow-up e-mails w/KLNG (DM, TG) re 2017 Spending Projection; initial prep monthly EPA Progress Report.

EXPENSE REPORT NO.

de maximis, inc.

PROJECT-RELATED TRAVEL AND LIVING EXPENSES

16-1033

FISCAL WEEK: 32
EMPLOYEE #: 02135

REPORT NO.
DATE PD / CHECK #: /

EMPLOYEE: Lindsey E. Ott

PURPOSE	PROJECT #	DESCRIPTION:
2	3177	Travel to K&L for CPG TC Meeting

DATE	LOCATION	PROJ #	PROJECT NAME	AIR TRAVEL	GROUND TRANSPORT	LODGING	REGULAR MEALS	BUSINESS MEALS*	PARK & TOLLS	MISC.*	SUB TOTAL	Co. Vehicle MILES*	TOTAL TO BILL
8/3/2016	K&L Gates, Newark, NJ	3177	Passaic		60 miles $32.40 ✓								$32.40
TOTAL THIS EXPENSE REPORT:					32.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32.40

*Ground Transportation: project related personal car mileage, train, rental car, bus, taxi, etc.

*Company Vehicle Miles: project related mileage for a co. owned vehicle (non-reimbursable to employee)

DUE EMPLOYEE: **$32.40** ✓

BUSINESS MEALS AND EXPLANATION:

DATE	GUEST / COMPANY	PURPOSE

*Guest and Purpose must be recorded for all Business Meals

REGULAR MEALS:

DATE	BREAKFAST	LUNCH	DINNER	TOTAL
			TOTAL:	$0.00

MISCELLANEOUS

DESCRIPTION	COST
Total	

Lindsey Ott
SIGNATURE

RECEIVED AUG 2 2016

POSTED
JUL 29 2016

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EXPENSE REPORT NO.

de maximis, inc.
MILEAGE LOG

Employee : Lindsey Ott Date: 8/3/2016

Employee ID: 02135 Fiscal Week: 32

ODOMETER:

BEGINNING	END	MILES	DATE	DESCRIPTION	PROJECT #
42,705	42,765	60	8/3/16	Travel to K&L for CPG TC Meeting	3177

MILEAGE RATE= 0.54

TOTAL MILEAGE 60

TOTAL DUE EMPLOYEE: $32.40

NOTE: Please attach this sheet to all expense reports showing mileage.

EXPENSE REPORT NO.

de maximis, inc.

PROJECT-RELATED TRAVEL AND LIVING EXPENSES

16-1134

EMPLOYEE: Lindsey E. Ott

FISCAL WEEK: 35
EMPLOYEE #: 02135

REPORT NO.
DATE PD / CHECK #: /

PURPOSE	PROJECT #	DESCRIPTION:
2	3177	Travel to K&L for meeting with Baybar

DATE	LOCATION	PROJ #	PROJECT NAME	AIR TRAVEL	GROUND TRANSPORT	LODGING	REGULAR MEALS	BUSINESS MEALS*	PARK & TOLLS	MISC.*	SUB TOTAL	Co. Vehicle MILES *	TOTAL TO BILL
8/25/2016	K&L Gates, Newark, NJ	~~3114E~~ 3177	~~BBD~~		60 miles $32.40	✓							$32.40
TOTAL THIS EXPENSE REPORT:					32.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32.40

*Ground Transportation: project related personal car mileage, train, rental car, bus, taxi, etc.

*Company Vehicle Miles: project related mileage for a co. owned vehicle (non-reimbursable to employee)

DUE EMPLOYEE: **$32.40** ✓

BUSINESS MEALS AND EXPLANATION:

DATE	GUEST / COMPANY	PURPOSE

*Guest and Purpose must be recorded for all Business Meals

REGULAR MEALS:

DATE	BREAKFAST	LUNCH	DINNER	TOTAL
			TOTAL:	$0.00

MISCELLANEOUS

DESCRIPTION	COST
Total	

Lindsey Ott
SIGNATURE

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AUG 30 2016

FOIA_001406_0082245

EXPENSE REPORT NO.

de maximis, inc.
MILEAGE LOG

Employee : Lindsey Ott Date: 8/25/2016

Employee ID: 02135 Fiscal Week: 35

ODOMETER:

BEGINNING	END	MILES	DATE	DESCRIPTION	PROJECT #
44,333	44,393	60	✓8/25/16	Travel to K&L for meeting with Baybar	3177

MILEAGE RATE= 0.54

TOTAL MILEAGE 60

TOTAL DUE EMPLOYEE: $32.40

NOTE: Please attach this sheet to all expense reports showing mileage.

de maximis, inc. **PROJECT & TRAVEL EXPENSE REPORT 2016**

FISCAL WEE 32

REPORT NO. 16-10 82

EMPLOYE Robert Law

EMPLOYEE 02-010

DATE PD/CHECK /

PURPOSE: 2

PROJECT DESCRIPTION: 3177 8/3 TC Meeting

PROJECT DESCRIPTION:

Date	Location	Project #	Project Name	Air Travel	Ground Transport*	Lodging	Regular Meals	Business Meals*	Parking & Tolls	Misc.*	SUB TOTAL	ompany Vehic Miles *	TOTAL TO BILL
3-Aug	Newark	3177	LPRSA		$72.36 ✓			$0.00			$ 72.36	miles:	$ 72.36
											0		0
											$ -	miles:	$ -
											0		0
											$ -	miles:	$ -
											0		0
											0	miles:	0
											0		0
											0		0
											0	miles:	0
											0		0
											0		0
											0	miles:	0
											0		0
											0		0
											0	miles:	0
											0		0
TOTAL THIS EXPENSE REPOR'				0	$ 72.36	0	0	0	0	0	$ 72.36		$ 72.36

***Ground Transportation: project related personal car mileage, train, rental car, t DUE**

*Company Vehicle Miles: project related mileage for a co. owned vehicle (non-reimbur **EMPLOYEE:** $ 72.36 ✓ **(SHOULD EQUAL SUBTOTAL ABOVE)**

BUSINESS MEALS EXPLANATION:

DATE	GUEST/COMPANY	PURPOSE

REGULAR MEALS:

DATE	BREAKFAST	LUNCH	DINNER	TOTAL

*MISCELLANEOUS: (Total should equal Miscellaneous column)

DESCRIPTION	COST
Mileage rate .54	

*Guest and Purpose must be recorded for all Business Meals

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FOIA_001406_0082247

FW 32 2016 **Robert Law** **02-010**
August 1, 2016 - August 7, 2016
Total Mileage: 134.0
Total: $ 72.36

Date	Description	Mileage Allowance	Cost	Start Mileage	Stop Mileage	Mileage	Project
8/3/2016	TC Mtg	0.54	72.36	40942	41076	134 ✓	3177

FOIA_001406_0082248

de maximis, inc. **PROJECT & TRAVEL EXPENSE REPORT 2016**

FISCAL WEE 33

REPORT NO. 16-1083

EMPLOYE Robert Law

EMPLOYEE 02-010

DATE PD/CHECK /

PROJECT DESCRIPTION:

PURPOSE: 2

3177 8/9 Group Meeting

PROJECT DESCRIPTION:

Date	Location	Project #	Project Name	Air Travel	Ground Transport*	Lodging	Regular Meals	Business Meals*	Parking & Tolls	Misc.*	SUB TOTAL	ompany Vehic Miles *	TOTAL TO BILL
9-Aug	Newark	3177	LPRSA		$72.36 ✓			$0.00			$ 72.36	miles:	$ 72.36
											0		0
											$ -	miles:	$ -
											0		0
											$ -	miles:	$ -
											0		0
											0	miles:	0
											0		0
											0		0
											0	miles:	0
											0		0
											0		0
											0	miles:	0
											0		0
											0		0
											0	miles:	0
											0		0
TOTAL THIS EXPENSE REPOR'				0	$ 72.36	0	0	0	0	0	$ 72.36		$ 72.36

***Ground Transportation: project related personal car mileage, train, rental car, t DUE**

*Company Vehicle Miles: project related mileage for a co. owned vehicle (non-reimbur **EMPLOYEE:**

$ 72.36 ✓ **(SHOULD EQUAL SUBTOTAL ABOVE)**

BUSINESS MEALS EXPLANATION:

DATE	GUEST/COMPANY	PURPOSE

REGULAR MEALS:

DATE	BREAKFAST	LUNCH	DINNER	TOTAL

*MISCELLANEOUS: (Total should equal Miscellaneous column)

DESCRIPTION	COST
Mileage rate .54	

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AUG 16 2016

*Guest and Purpose must be recorded for all Business Meals

SIGNATURE

FOIA_001406_0082249

FW 33 2016
August 8, 2016 - August 14, 2016
Total Mileage: 134.0
Total: $ 72.36

Date	Description	Mileage Allowance	Cost	Start Mileage	Stop Mileage	Mileage	Project
8/9/2016	Group Mtg	0.54	72.36	117085	117219	134	3177

FOIA_001406_0082250

de maximis, inc. **PROJECT & TRAVEL EXPENSE REPORT 2016**

FISCAL WEE 35

REPORT NO. 16-1128

EMPLOYE Robert Law

EMPLOYEE 02-010

DATE PD/CHECK 1

RECEIVED AUG 29 2016

PROJECT DESCRIPTION: PROJECT DESCRIPTION:

PURPOSE: 2

3177 8/24 R2-CPG Modeling Mtg

Date	Location	Project #	Project Name	Air Travel	Ground Transport*	Lodging	Regular Meals	Business Meals*	Parking & Tolls	Misc.*	SUB TOTAL	ompany Vehic Miles *	TOTAL TO BILL
24-Aug	Newark	3177	LPRSA		$72.36	✓		$0.00			$ 72.36	miles:	$ 72.36
											$ -	miles:	$ -
											$ -	miles:	$ -
											0	miles:	0
											0	miles:	0
											0	miles:	0
											0	miles:	0
TOTAL THIS EXPENSE REPOR'				0	$ 72.36	0	0	0	0	0	$ 72.36		$ 72.36

***Ground Transportation: project related personal car mileage, train, rental car, t DUE**

*Company Vehicle Miles: project related mileage for a co. owned vehicle (non-reimbur **EMPLOYEE:** $ 72.36 ✓ **(SHOULD EQUAL SUBTOTAL ABOVE)**

BUSINESS MEALS EXPLANATION:

DATE	GUEST/COMPANY	PURPOSE

REGULAR MEALS:

DATE	BREAKFAST	LUNCH	DINNER	TOTAL

*MISCELLANEOUS: (Total should equal Miscellaneous column)

DESCRIPTION	COST
Mileage rate .54	

POSTED AUG 30 2016

*Guest and Purpose must be recorded for all Business Meals

SIGNATURE

FOIA_001406_0082251

2016 FW 35 **Robert Law** **02-010**

August 22, 2016 - August 28, 2016

Total Mileage: 134.0

Total: $ 72.36

Date	Description	Mileage Allowance	Cost	Start Mileage	Stop Mileage	Mileage	Project
8/24/2016	EPA Mtg	0.54	72.36	117314	117448	134	3177

FOIA_001406_0082252

EXPENSE REPORT NO.

Company Vehicle

de maximis, inc.

PROJECT-RELATED TRAVEL AND LIVING EXPENSES

16-1156

EMPLOYEE: **W. F. Potter**

FISCAL WEEK: **32**
EMPLOYEE #: **20001**

REPORT NO.
DATE PD / CHECK #: /

PURPOSE 2

PROJECT #	DESCRIPTION:	PROJECT #	DESCRIPTION:
3177	8/03/16 TC Meeting @ KLNG		

2

DATE	LOCATION	PROJ #	PROJECT NAME	AIR TRAVEL	GROUND TRANSPORT	LODGING	REGULAR MEALS	BUSINESS MEALS*	PARK & TOLLS	MISC.*	SUB TOTAL	Co. Vehicle MILES *	TOTAL TO BILL
8/3/16	Newark, NJ	3177	LPR									248 miles 133.92 ✓	$133.92
												miles	
					miles							miles	
					miles								
TOTAL THIS EXPENSE REPORT:					$0.00						$0.00	$133.92	$133.92 ✓

*Ground Transportation: project related personal car mileage, train, rental car, bus, taxi, etc.

*Company Vehicle Miles: project related mileage for a co. owned vehicle (non-reimbursable to employee)

DUE EMPLOYEE: **$0.00**

MEALS AND EXPLANATION:

DATE	GUEST / COMPANY	PURPOSE

REGULAR MEALS:

DATE	BREAKFAST	LUNCH	DINNER	TOTAL
			TOTAL:	

MISCELLANEOUS

DESCRIPTION	COST

INVOICED
AUG 31 2016

RECEIVED

*Guest and Purpose must be recorded for all Business Meals

8/30/2016
SIGNATURE

FOIA_001406_0082253

COMPANY VEHICLE

de maximis, inc.

MILEAGE LOG

Employee: W POTTER

Date: 8/30/16

Employee #: 20001

Fiscal Week: 32

Vehicle Year: 2016 Make: VOLVO Model: S60

BEGINNING ODOMETER	ENDING ODOMETER	NUMBER OF MILES	DATE & DESCRIPTION	PROJECT #
4593	4841	248 ✓	8/3/16; TC MTG; KLNG; NEWARK, NJ	3177

TOTAL MILEAGE 248 X $0.54 PER MILE

TOTAL ~~DUE EMPLOYEE~~ TO BILL: $ 133.92

NOTE: *PLEASE ATTACH THIS SHEET TO ALL EXPENSE REPORTS SHOWING MILEAGE.*

January 5, 2016

EXPENSE REPORT NO.

Company Vehicle

de maximis, inc.

PROJECT-RELATED TRAVEL AND LIVING EXPENSES

16-1158

EMPLOYEE: **W. F. Potter**

FISCAL WEEK: **33**
EMPLOYEE #: **20001**

REPORT NO.
DATE PD / CHECK #: /

PURPOSE	PROJECT #	DESCRIPTION:	PROJECT #	DESCRIPTION:
2	3177	8/9/16 Group Meeting @ KLNG		
				2

DATE	LOCATION	PROJ #	PROJECT NAME	AIR TRAVEL	GROUND TRANSPORT	LODGING	REGULAR MEALS	BUSINESS MEALS*	PARK & TOLLS	MISC.*	SUB TOTAL	Co. Vehicle MILES *	TOTAL TO BILL
8/9/16	Newark, NJ	3177	LPR									248 miles 133.92	$133.92
												miles	
					miles							miles	
					miles								
TOTAL THIS EXPENSE REPORT:					$0.00						$0.00	$133.92	$133.92

*Ground Transportation: project related personal car mileage, train, rental car, bus, taxi, etc.

*Company Vehicle Miles: project related mileage for a co. owned vehicle (non-reimbursable to employee)

DUE EMPLOYEE: **$0.00**

MEALS AND EXPLANATION:

DATE	GUEST / COMPANY	PURPOSE

REGULAR MEALS:

DATE	BREAKFAST	LUNCH	DINNER	TOTAL
			TOTAL:	

MISCELLANEOUS

DESCRIPTION	COST

INVOICED
AUG 31 2016

*Guest and Purpose must be recorded for all Business Meals

SIGNATURE 8/30/2016

RECEIVED
SEP 2 2016

FOIA_001406_0082255

COMPANY VEHICLE

de maximis, inc.

MILEAGE LOG

Employee: W POTTER

Date: 8/30/16

Employee #: 20001

Fiscal Week: 33

Vehicle Year: 2016 Make: VOLVO Model: S60

BEGINNING ODOMETER	ENDING ODOMETER	NUMBER OF MILES	DATE & DESCRIPTION	PROJECT #
4931	5179	248	8/9/16; GROUP	3177
			MTG; KLXG;	
			NEWARK, NJ	

TOTAL MILEAGE 248 X $0.54 PER MILE

TOTAL ~~DUE EMPLOYEE~~ TO BILL: $ 133.92

NOTE: *PLEASE ATTACH THIS SHEET TO ALL EXPENSE REPORTS SHOWING MILEAGE.*

January 5, 2016

FOIA_001406_0082257

de maximis, inc.

EXPENSE REPORT NO.

Company Vehicle

PROJECT-RELATED TRAVEL AND LIVING EXPENSES

16-1157

EMPLOYEE: W. F. Potter

FISCAL WEEK: 35
EMPLOYEE #: 20001

REPORT NO.
DATE PD / CHECK #: /

PURPOSE	PROJECT #	DESCRIPTION:	PROJECT #	DESCRIPTION:
2	3177	8/24/16 EPA/CPG Meeting @ KLNG		2

DATE	LOCATION	PROJ #	PROJECT NAME	AIR TRAVEL	GROUND TRANSPORT	LODGING	REGULAR MEALS	BUSINESS MEALS*	PARK & TOLLS	MISC.*	SUB TOTAL	Co. Vehicle MILES *	TOTAL TO BILL
8/24/16	Newark, NJ	3177	LPR									248 miles 133.92	$133.92
												miles	
					miles							miles	
					miles								
TOTAL THIS EXPENSE REPORT:					$0.00						$0.00	$133.92	$133.92

*Ground Transportation: project related personal car mileage, train, rental car, bus, taxi, etc.

*Company Vehicle Miles: project related mileage for a co. owned vehicle (non-reimbursable to employee)

DUE EMPLOYEE: $0.00

MEALS AND EXPLANATION:

DATE	GUEST / COMPANY	PURPOSE

REGULAR MEALS:

DATE	BREAKFAST	LUNCH	DINNER	TOTAL
			TOTAL:	

MISCELLANEOUS

DESCRIPTION	COST

INVOICED
AUG 2 1 2016

*Guest and Purpose must be recorded for all Business Meals

SIGNATURE 8/30/2016

RECEIVED SEP 0 2016

COMPANY VEHICLE

de maximis, inc.

MILEAGE LOG

Employee: W POTTER

Date: 8/30/16

Employee #: 20001

Fiscal Week: 35

Vehicle Year: 2016 Make: VOLVO Model: S60

BEGINNING ODOMETER	ENDING ODOMETER	NUMBER OF MILES	DATE & DESCRIPTION	PROJECT #
5665	5913	248 ✓	8/24/16; EPA -	3177
			CPGMTG;	
			KLNG; NEWARK,	
			NJ	

TOTAL MILEAGE 248 X $0.54 PER MILE

TO BILL

TOTAL ~~DUE EMPLOYEE~~: $ 133.92

NOTE: ***PLEASE ATTACH THIS SHEET TO ALL EXPENSE REPORTS SHOWING MILEAGE.***

January 5, 2016

CITRIX

GetGo, Inc. (a subsidiary of Citrix Systems, Inc.)
Fed ID# 81-2216538
www.citrix.com

INVOICE

Invoice Number	1206456757
Customer #	6000613587
Invoice Date	13-Sep-16
Billing Frequency	Quarterly
Payment Terms	Net 30
Due Date	13-Oct-16
Purchase Order : RTD-082914	

De Maximis, Inc.
Tom Dorsey
450 Montbrook Lane
KNOXVILLE, TN 37919-2705
USA

Invoice total : USD 1,535.85

#	Service Description	Service Period	Qty	Unit Price (monthly)	Total
1	GoToMeeting Corporate Service – 25 attendees	13-Sep-16 to 12-Dec-16	10	USD 33.00	USD 990.00
2	GoToWebinar Service - Starter	13-Sep-16 to 12-Dec-16	2	USD 69.30	USD 415.80

* As of September 1, 2016, we are operating under GetGo, Inc. (a subsidiary of Citrix Systems, Inc.).

SUBTOTAL Excl Tax & Fee	USD 1,405.80
TAX	USD 130.05
TOTAL Including Tax & Fee	USD 1,535.85

3 months X 33.06 = 99.00 3177 587002

[redacted]

POSTED
AUG 31 2016

RECEIVED
SEP 14 2016

Please cut here and send with Payment

CITRIX

GetGo, Inc. (a subsidiary of Citrix Systems, Inc.)
Fed ID# 81-2216538

Your preferred payment method is: Check/Cheque
Please send this payment slip with your check/cheque made payable to:

GetGo, Inc.
PO Box 50264
Los Angeles, CA 90074-0264

PAYMENT INFORMATION	
Company Name : De Maximis, Inc.	
Customer # :	6000613587
Invoice Number :	1206456757
Due Date :	13-Oct-16
Balance Due :	USD 1,535.85

Please do not send cash or include correspondence.

verizon

Invoice Number	Account Number	Date Due	Page
9769906547	000918245–00001	09/02/16	4 of 25

Overview of Lines

[redacted]
527002 13.12 317
[redacted]
[redacted]
[redacted]

	Account Charges and Credits	Monthly Charges	Usage and Purchase Charges	Equipment Charges	Surcharges and Other Charges and Credits	Taxes, Governmental Surcharges and Fees	Third–Party Charges (includes Tax)	Total Charges
Account Plan and Charges (pg.2)**	**$.00**	**$276.00**	**—**	**—**	**—**	**$.00**	**$.00**	**$276.00**

Lines Charges	Page Number	Monthly Charges	Usage and Purchase Charges	Equipment Charges	Surcharges and Other Charges and Credits	Taxes, Governmental Surcharges and Fees	Third–Party Charges (includes Tax)	Total Charges	Voice Plan Usage	Messaging Usage	Data Usage	Voice Roaming	Messaging Roaming	Data Roaming
317 215–806–1109 Robert Law 527002	5	$20.00	—	—	$.08	$.47	—	$20.55	—	—	1.168GB	—	—	—
[redacted]	6	$35.00	—	—	$2.04	$3.53	—	$40.57	215	120	.517GB	—	—	—
[redacted]	7	$40.00	—	—	$3.62	$3.42	—	$47.04	787	20	.197GB	—	—	—
[redacted]	8	$40.00	—	—	$3.62	$3.42	—	$47.04	772	136	2.903GB	—	—	—
[redacted]	9	$35.00	—	—	$2.04	$3.53	—	$40.57	631	105	.768GB	—	—	—
[redacted]	10	$40.00	—	—	$2.10	$3.83	—	$45.93	37	33	.101GB	—	—	—
[redacted]	11	$35.00	—	—	$2.04	$3.53	—	$40.57	142	628	3.350GB	—	—	—
[redacted]	12	$35.00	—	—	$2.04	$3.53	—	$40.57	931	383	.030GB	—	—	—
[redacted]	13	$40.00	—	—	$2.10	$3.83	—	$45.93	372	58	.699GB	—	—	—
[redacted]	14	$35.00	—	—	$3.39	$3.21	—	$41.60	1725	765	2.297GB	—	—	—
[redacted]	15	$20.00	—	—	$.08	$.47	—	$20.55	—	—	1.006GB	—	—	—
[redacted]	16	$35.00	—	—	$2.04	$3.53	—	$40.57	407	200	6.028GB	—	—	—
[redacted]	17	$35.00	—	—	$2.04	$2.65	—	$39.69	117	115	1.743GB	—	—	—
[redacted]	18	$40.00	—	—	$2.10	$3.83	—	$45.93	341	443	2.265GB	—	—	—
[redacted]	19	$40.00	—	—	$2.10	$2.87	—	$44.97	1713	37	.463GB	—	—	—
[redacted]	20	$40.00	—	—	$2.10	$3.83	—	$45.93	295	102	.196GB	—	—	—
[redacted]	21	$15.00	$20.00	$31.24	$1.76	$1.80	—	$69.80	500	122	.481GB	—	—	—
[redacted]	23	$35.00	—	—	$2.04	$3.53	—	$40.57	752	1,015	2.618GB	—	—	—
[redacted]	24	$40.00	—	—	$2.94	$3.06	—	$46.00	359	104	1.003GB	—	—	—
Total Current Charges	**$.00**	**$931.00**	**$20.00**	**$31.24**	**$40.27**	**$57.87**	**$.00**	**$1,080.38**						

FOIA_001406_0082260

Summary for Robert Law: 215-806-1109

Your Plan

SMB UNL Talk&TXT 40GB
(see pg 3)

Have more questions about your charges? Get details for usage charges at www.vzw.com/mybusinessaccount.

Monthly Charges

Jetpack/Usb Line Access	08/08 – 09/07	20.00
		$20.00

Usage and Purchase Charges

Data		Allowance	Used	Billable	Cost
Gigabyte Usage	*gigabytes*	40.000 (shared)	1.168	--	--
Total Data					$.00
Total Usage and Purchase Charges					**$.00**

Surcharges+	
Regulatory Charge	.02
Administrative Charge	.06
	$.08
Taxes, Governmental Surcharges and Fees+	
TN State Sales Tax	.35
TN Local Sales Tax	.12
	$.47
Total Current Charges for 215-806-1109	**$20.55**

+Percentage-based taxes, fees, and surcharges apply to charges for this line, including overage charges, plus this line's share of account charges.