

# RECURRING DISBURSEMENTS

As of February 2023

| <b>Month of February 2023</b>   |                  |                   |                            |                                  |          |            |
|---|------------------|-------------------|----------------------------|----------------------------------|----------|------------|
| <b>The list in white is all <u>regularly recurring expenses</u> that have been pre-approved by the Steering Committee</b>   |                  |                   |                            |                                  |          |            |
| Due   | Payee            | A/C               | Description                | Where to Pay                     | Interval | Amount     |
| 1   | Re/Max Realty    |                   | Office Rent                | eragrizzard.appfolio.com/connect | Monthly  | \$770.00   |
|   | Comcast          | 8535101140491.00  | Answering Svc              | business.comcast.com             | Monthly  | \$175.36   |
| 9   | City Of Leesburg | 1047315-278270    | Office Utilities           | Auto Billed to Checking Account  | Monthly  | \$147.19   |
| 15  | FL DOR           |                   | Sales Tax Paid             | fldor.com                        | Monthly  | \$97.87    |
| 15  | Comcast          | 96098978          | Office Phone               | business.comcast.com             | Monthly  | \$226.84   |
| 15  | Marlin           | 401-1210644-003   | Office Copier Lease        | customerservice@marlincorp.com   | Monthly  | \$65.00    |
| 19  | Comcast          | 96098978          | Office Phone,<br>Internet  | business.comcast.com             | Monthly  | \$226.84   |
| February  | Cover Wallet     | NFPPFLF155967762  | D&O Insurance              | Paid on their portal             | Annual   | \$736.00   |
| Weekly  | Spherion         |                   | Payroll Staff              | ebilling.spherion.com            | Weekly   | \$1,580.63 |
| <b>The list in gray is all the <u>annual</u> disbursements that have been pre-approved by the Steering Committee They will appear on the white list only in the month in which the expense is incurred. They are greyed out so as to keep the list of pre-approved expenses complete.</b> |                  |                   |                            |                                  |          |            |
|   |                  |                   |                            |                                  |          |            |
| Jan   | Weebly           | 32210797          | Website                    | Credit Card-Staff Pays           | Annual   | 144.00     |
| Jan   | Zoom             | 124656818         | Internet Meetings          | Credit Card-Staff Pays           | Annual   | 149.90     |
| February  | sunbiz.org       | N15000002861      | Fictitious Name<br>Renewal | Pay Online / Cred Card           | Annual   | 61.25      |
| Sept  | Hostgator        | 3238288           | Domain Name                | Credit Card-Staff Pays           | Annual   | 17.99      |
| December  | Travelers        | 68-9925B563-12-42 | Insurance                  | Credit Card-Staff Pays           | Annual   | \$628.85   |