

REPORT: CENTRAL MAIL, ACCOUNTS PAYABLE, DUPLICATIONS REPORT JANUARY 2022

DATE 3/10/2022

DUPLICATIONS:

PAGES-	5617
REQUESTS-	8
PUBLIC DEFENDER-	0

MAILROOM:

DATES	INVOICE AMOUNT	PIECES
2/7-2/11	\$3,096.65	3908
2/10/2022	\$68.85	244
2/14/2022	\$58.12	206
2/14-2/18	\$2,504.23	3051
2/23/2022	\$57.78	200
2/21-2/25	\$2,356.32	2668
2/28/2022	\$63.45	225

TOTALS \$8,205.40 10502

COPY PAPER USAGE:

TCOB	COPY	CARD
LETTER:	8 cases, 8 reams	3 reams
LEGAL:	1 case, 6 reams	0
LEDGER:	0	0
COURTHOUSE	9	0
111 BLDG	8	0

25 cases* 8 reams letter, 3 reams card
1 case 6 reams legal
*5 CASES PUBLIC DEFENDER

	INVOICES		AMOUNTS
ACCOUNTS PAYABLE:	BI-WEEKLY	108	\$ 647,599.69
	UTILITIES	43	\$ 70,422.72
	P-CARD	36	\$ 19,559.49
	TOTAL	187	\$ 737,581.90

