

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

DATE 10/11/2022

DUPLICATIONS:

PAGES-	15,355
REQUESTS-	24
PUBLIC DEFENDER-	1500

MAILROOM:

DATES	TOTAL	PIECES
9/5-9/9	\$2,334.24	2262
9/10/2022	\$60.86	212
9/10/2022	\$91.22	309
9/12-9/16	\$2,304.69	2419
9/19-9/23	\$2,619.62	2980
9/28/2022	\$292.04	997
9/28/2022	\$284.88	992
9/30/2022	\$208.74	486
9/30/2022	\$261.48	896
9/26-9/30	\$3,432.65	3428
TOTALS	\$ 8,196.29	10657

COPY PAPER USAGE:

TCOB	COPY	CARD
LETTER:	21 CASES, 3 REAMS	
LEGAL:		0
LEDGER:	1 REAM	

COURTHOUSE	4 CASES, 7 REAMS	
111 BLDG	10 CASES	*4 CASES PUBLIC DEFENDER
TOTALS	36 CASES LETTER, 1 REAM LEDGER	

ACCOUNTS PAYABLE:

	INVOICES	AMOUNTS
BI-WEEKLY	56	\$ 1,018,596.28
UTILITIES	31	\$ 65,595.36
P-CARD	21	\$ 4,735.13
POSTAGE	11	\$ 12,068.52
MAINTENANCE	49	\$ 10,907.80
TOTAL	168	\$ 1,111,903.09