

Township of Hazlet

Certified Municipal Financial Officer

Financial Advisory Services

Service for Township of Hazlet

Prepared by Holman Frenia Allison, P.C.

Lead Consultant:

Matthew Holman, CPA, PSA
Partner

Holman Frenia Allison, P.C.
MHolman@facpas.com

March 3, 2022

Dennis Pino, Township Administrator
Township of Hazlet
1766 Union Avenue
Hazlet, NJ
07730

Holman Frenia Allison, P.C. (hereinafter "HFA") appreciates the opportunity to present our proposal to perform financial advisory services to Township of Hazlet (hereinafter "Hazlet"). Through this engagement, HFA will provide Finance Office services to Hazlet including Certified Municipal Finance Officer duties.

Advisory service engagements are designed to develop findings, conclusions, advice, and recommendations that will assist leadership in making decisions and meeting its operational and strategic objectives. Our engagement to perform advisory consulting services will be conducted in accordance with the needs of the leadership of Hazlet. HFA will align its engagement team and cultivate its advisory strategy to effectively execute the work required to achieve Hazlet's objectives.

In order for HFA and our clients to engage in a productive work arrangement, it is imperative that our clients have confidence in our grasp of the advisory work being performed, the framework and resource strategy we will use to perform the work, and the deliverables that will be produced as a result of the engagement. Below are a few key highlights of our firm's strengths and suitability:



Our Firm:

HFA Advisory dedicates an extensive portion of its technical resources and internal capabilities to our Financial Consulting Team, being that client work in this service area accounts for a sizeable portion of our practice. As a firm, we are a NJ certified Continued Professional Education (CPE) instructor, and the importance we place on training and developing our employees in the financial consulting space can be seen through the entirety of our professional staff meeting or exceeding CPE requirements. Lastly, being an independent member of BDO Global (an international network of professional service firms), we are able to access the resources provided by a network spanning 150 countries and a multitude of specialties including municipal financial consulting, and we directly translate this intellectual capital into value for our clients.



Our People:

HFA is comprised of a 5-Partner Team with combined experience of over 150 years in the public accounting and business consulting arena. With a certification-rich and diverse staff of over 50 professionals, Certified Public Accountants, Big 4-Tenured Management Consultants, Certified Valuation Analysts, Chartered Global Management Accountants, M&A Consultants, Certified Data Specialists, and Certified Fraud Examiners, HFA is able to provide unique perspectives and manifold competencies to each financial consulting engagement.



Our Process:

HFA implements a flat-hierarchy and a cross-functional work system. Our Partners and Directors are key contributors to the engagement work being performed, and implement regular communication cadences with both the client and professional engagement staff. HFA has frameworks in-place that allow for the expedient collaboration of firm professionals who are diverse in both specialty and geographic locale.

The following proposal demonstrates the engagement plan we will implement to perform the roles and responsibilities relating to financial consulting services. HFA will furnish any additional information upon request, and we thank you again for the opportunity to propose this engagement.

Sincerely,

Holman Frenia Allison, P.C.

Matthew Holman

Matthew Holman, CPA, PSA
Partner

I. ENGAGEMENT PARTIES

The Sections detailed in this document serve as HFA's formal Engagement Proposal for Township of Hazlet, and involve the following parties:

Client: Dennis Pino, Township Administrator
Township of Hazlet
1766 Union Avenue
Hazlet, NJ
07730

Consulting Firm: Holman Frenia Allison, P.C.
(HFA) 1985 Cedar Bridge Avenue, Suite 3
Lakewood, NJ 08701 www.hfacpas.com

II. PROJECT PURPOSE

HFA will provide financial advisory services to the Hazlet including Certified Municipal Finance Officer Services.

The activities we perform and the deliverables we produce as a result of our engagement work are intended solely for the use of the Township of Hazlet leadership, the HFA engagement team, and any other party deemed appropriate by the Township of Hazlet leadership team. These deliverables should not be used by anyone other than said parties.

Matthew Holman, CPA, PSA is the Senior Partner overseeing the engagement. Anthony Mannino, CMFO, CCFO is the Director executing the engagement. Selene Tiko is the Advisor staffed to the engagement team in support of Matthew Holman and Anthony Mannino. Ad hoc HFA Advisory department personnel will be staffed to the engagement as directed by Anthony Mannino.

III. SCOPE OF WORK

The following activities constitute the full list of in-scope activities with which HFA will perform:

In-Scope Activities

1. Certified Municipal Finance Officer Duties for the Township of Hazlet.

Out-of-Scope Activities

Any activity that is not included in the aforementioned list of "In-Scope Activities" is considered out-of-scope for the purposes of this project. HFA assumes no responsibility for the completion of "Out-of-Scope-Activities," unless a change order is submitted by the Client and accepted by HFA for inclusion.

IV. ROLES & RESPONSIBILITIES

Exhibit 1 provides the roles and responsibilities for all key participants included in the HFA engagement team for each of the project's activities.

Exhibit 1: HFA RACI Matrix

Activity	HFA Financial Advisory Team			
	<i>Matthew Holman, CPA, PSA Partner</i>	<i>Anthony Mannino CMFO, CCFO Director</i>	<i>Selene Tiko Advisor</i>	<i>Ad Hoc Advisory Staff</i>
Selection of In-Scope Activities	A	R	I	I

Project Oversight and Managerial Duties	R A	R	I	I
Defining Project Success Criteria	R A	R	I	I
Certified Municipal Finance Officer Duties	R A	R	I	I

Exhibit 2 below provides a description of each role and responsibility listed in the RACI Matrix table above.

Exhibit 2: RACI Matrix Definitions

Role		Description
<i>R</i>	<i>Responsible</i>	<i>The team member(s) responsible for executing the work to complete the activity</i>
<i>A</i>	<i>Accountable</i>	<i>The team member who provides the final review of the activity or deliverable before it is deemed completed</i>
<i>C</i>	<i>Consulted</i>	<i>The team member(s) responsible who provide ongoing review and feedback for on the activity progress</i>
<i>I</i>	<i>Informed</i>	<i>The team member(s) who are notified of project progress, but are not provided granular activity detail regularly</i>

V. ASSUMPTIONS & DEPENDENCIES

The successful execution of the project is based upon the following assumptions and dependencies.

Assumptions / Dependencies

1. The Client supplies HFA with all requested documentation and supporting materials necessary to execute project activities in a timely fashion.
2. The documentation and supporting materials provided to HFA by the Client are accurate.
3. The Client provides access to the internal resources (people, processes, technology, and facilities) necessary to execute project activities in a timely fashion.
4. All resources staffed to this project, both at the Client and HFA, are available to perform their required functions.
5. In the event of an unplanned change in staffing, the change will be reconciled within a reasonable timeframe.
6. Any unanticipated delay in resource and material availability may delay the project timeline.

VI. COMMUNICATION

The HFA team will return all Client messages (by either e-mail or phone) within a timeframe no later than 24 hours upon receipt. We make it a priority to be as accessible as possible, as the successful execution of Hazlet's engagement objectives is dependent upon open lines of communication between the Hazlet team and HFA.

VII. COST PROPOSAL

Our fee for this engagement will be **\$6,000 Monthly** (not-to-exceed).

The project will be tracked hourly. Township of Hazlet will be billed based on hourly rates until the \$6,000 threshold has been reached.

Note: All financial consulting invoices will be rendered on a monthly basis.

Please see below for our Advisory Department's hourly rates.

HFA Advisory Position	Hourly Rate
Partner	\$200.00
Director	\$175.00
Supervisor	\$150.00
Senior Advisor	\$120.00
Advisor	\$105.00
Staff	\$50.00

VIII. CLIENT ACCEPTANCE & SIGNATURES

We are pleased to have this opportunity to serve you. If the contents contained within this proposal meet your expectations, kindly sign and date this proposal in the spaces provided below and return to us.

The Client and HFA accept the terms and conditions contained in this Engagement Proposal, and the Client agrees to hire HFA as its professional consultant for the Project.

Holman Frenia Allison, P.C.

Township of Hazlet

Matthew Holman

Dennis Pino

Matthew Holman, CPA, PSA

Partner

3/3/2022

Dennis Pino, Township Administrator,

3/3/2022

RESOLUTION

WHEREAS, Hazlet Township has a need to have a Sewer Utility Operations Assessment and Standard Operating Procedure Development for the Sewer Utility Department completed by Holman Frenia Allison, P.C. as a non-fair and non-open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

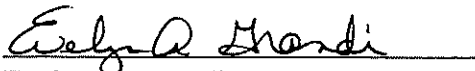
WHEREAS, Holman Frenia Allison, P.C. has submitted a quote dated September 16, 2021 indicating they will provide a current state assessment of Hazlet Township's Sewer Utility billing function as well as produce a target-state operating model package in the amount, not to exceed, \$6,000.00; and

WHEREAS, the Chief Financial Officer has certified that the funds are available from Sewer other contractual services (1-07-05-0515-00229); and

WHEREAS, the Mayor of Hazlet Township is hereby authorized to enter into a contract with Holman Frenia Allison, P.C. as described herein.

CERTIFICATION

I, EVELYN A. GRANDI, Municipal Clerk of Hazlet Township do hereby certify that the above foregoing is a true copy of a Resolution was duly passed and adopted by the Township Committee at its meeting held on the 18th day of January, 2022.


Evelyn A. Grandi
Municipal Clerk

The Township of Hazlet

Sewer Utility Billing Operations Assessment & Standard Operating Procedure Development

Sewer Utility Billing Operations Assessment & Standard Operating Procedure Development

Service for: The Township of Hazlet

Prepared by: Holman Frenia Allison, P.C.

Lead Consultant:

John T. Zim, CVA®

Director

Holman Frenia Allison, P.C.

jzim@hfacpas.com

I. ENGAGEMENT PARTIES

The Sections detailed in this document serve as HFA's formal Engagement Proposal for the Township of Hazlet, and involve the following parties:

Client: Tara Clark, Mayor
The Township of Hazlet
1766 Union Avenue
Hazlet, NJ 08008

Consulting Firm: Holman Frenia Allison, P.C. (HFA)
1985 Cedar Bridge Avenue, Suite 3
Lakewood, NJ 08701
www.hfacpas.com

II. PROJECT PURPOSE

HFA will perform a current-state assessment of Hazlet Township Sewer Utility billing operations, including the development of a current-state standard operating procedure (SOP) and the production of a target-state operating model package.

The activities we perform and the deliverables we produce as a result of our engagement work are intended solely for the use of the Hazlet leadership, the HFA engagement team, and any other party deemed appropriate by Hazlet leadership. These deliverables should not be used by anyone other than said parties.

John T. Zim, CVA® is the Director executing the engagement. Joseph Sarno is the Senior Advisor and Selene Tiko is the Advisor staffed to the engagement team in support of John Zim. Ad hoc HFA Advisory department personnel will be staffed to the engagement as directed by John Zim.

III. SCOPE OF WORK

The following activities constitute the full list of in-scope activities with which HFA will perform:

In-Scope Activities

1. Sewer Utility Billing Key Stakeholder Interviews
2. Development of a Target-State Standard Operating Procedure Package, Comprised of Improvement Recommendations Aimed to Enhance the Overall Efficiency, Effectiveness, and Control over the Sewer Utility Billing Function
3. Sewer Utility Consumption vs. Billing Assessments & Findings Reporting

Out-of-Scope Activities

Any activity that is not included in the aforementioned list of "In-Scope Activities" is considered out-of-scope for the purposes of this project. HFA assumes no responsibility for the completion of "Out-of-Scope" Activities, unless a change order is submitted by the Client and accepted by HFA for inclusion.

IV. PROJECT PROGRESS / ACTIVITIES PERFORMED TO-DATE

The following activities have been performed for the Hazlet Township Sewer Utility Rate Study / Assessment in 2020 To-Date. Note: This is not an exhaustive list.

1. Assessment of the Hazlet Township Sewer Billing Ordinance, Rate Structure, Edmunds Data Reports, Audit Reports, etc.
2. Discounted Cash Flow Model developed to ascertain the financial health of lack thereof of the Hazlet Township Sewer Utility Fund. Note: The financial health of the Utility was identified to be sufficient; however, this analysis and interviews with Hazlet Utility department personnel and Edmunds personnel uncovered usage and billing inconsistencies. The HFA team was unable to clearly tie American Water usage to Edmunds usage and Edmunds usage to billing periods to a degree of confidence that was acceptable. The led to activity 3.
3. Edmunds technology consultant interviews and meetings to ascertain the billing model employed by Hazlet and the cycles for which billing and usage corresponds. Inconsistencies were identified.
4. The HFA team then coordinated with American Water staff to retrieve the monthly American Water Hazlet usage files in Excel format - rather than the .txt format that is currently provided. The purpose of this was to be able to analyze the data and incorporate this analysis into future Hazlet processes. From there, a financial model was developed by HFA to reconcile AW commercial accounts to the commercial accounts in Edmunds to ascertain the way in which the usage data is repurposed from AW to Edmunds, and how this monthly usage is supposed to make its way to billings.
5. A sample report was prepared by HFA and presented to Edmunds identifying the discrepancies between AW account usage and Edmunds account usage / billings. This shed light into the data reconfiguration from AW to Edmunds (i.e., AW usage is multiplied by 100x, then 4x, then rounded to the nearest factor of 25,000 gallons).
6. From there, HFA developed a model that serves to reconfigure AW usage data to the Edmunds usage data for commercial accounts according to rules identified – and identify appropriate billings according to the usage reconfiguration and the billing rules communicated to HFA by Edmunds.
7. Note: A considerable degree of financial modeling, data analysis, Edmunds personnel meetings, AW personnel meetings, Hazlet personnel meetings were performed in order to ascertain the reasoning behind discrepancies in usage and billing, and to identify the best course of action (i.e., developing a target-state Standard Operating Procedure for Utility Billing process).
8. Fee from 2020 to 2021 for the above: \$25,000.00. Fee remaining for the target-state SOP can be found in Section VIII.

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	<i>John T. Zim, CVA® Director</i>	<i>Joseph Sarno Senior Advisor</i>	<i>Selene Tiko Advisor</i>	<i>Ad Hoc Advisory Staff</i>
Selection of In-Scope Activities	R A	I	I	I
Project Oversight and Managerial Duties	R A	I	I	I
Defining Project Success Criteria	R A	I	I	I
Sewer Utility Billing Key Stakeholder Interviews	R A	I	R	I
Development of a Target-State Standard Operating Procedure Package, Comprised of Improvement Recommendations Aimed to Enhance the Overall Efficiency, Effectiveness, and Control over the Sewer Utility Billing Function	R A	I	R	I
Sewer Utility Consumption vs. Billing Assessments & Findings Reporting	R A	I	I	I

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VIII. COST PROPOSAL

Our fee for the Hazlet Township Sewer Utility Billing Assessment & Standard Operating Procedure Development engagement is **not-to-exceed \$6,000**. *Note: An existing-client discount in the amount of \$2,000 has been applied to this engagement fee, and a not-to-exceed clause has been instituted – wherein HFA may not charge above the not-to-exceed amount even if time exceeds said amount.*

Invoices will be rendered on a monthly basis in accordance with actual hours expended by each Advisory team member. Please see below for our Advisory Department's 2021 hourly rates.

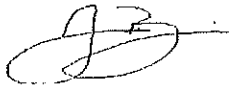
HFA Advisory Position	Hourly Rate
Partner	\$200.00
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Supervisor	\$150.00
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The Client and HFA accept the terms and conditions contained in this Engagement Proposal, and the Client agrees to hire HFA as its professional consultant for the Project.

Holman Frenia Allison, P.C.



John Zim, CVA®

Director

9/16/2021

The Township of Hazlet



Tara Clark

Mayor

9/16/2021

February 8, 2023
01:06 PM

HAZLET TOWNSHIP

Page No: 1

Vendor Inquiry - All Purchase Orders For Vendor: HOLMA005 HOLMAN, FRENIA, ALLISON, P.C.

Range of Dates: 01/01/21 to 02/05/23

P.O. No.	Order Date	Description	P.O. Total	Void Total	Status
21000136	01/27/21	DEP RECON POSTING MAINTANCE	3,600.00	0.00	CLOSED
21000225	02/11/21	RECEIPTS, DEP RECON, POSTING	10,002.50	0.00	CLOSED
21000386	03/11/21	SEWER UTILITY FIN MODEL	5,800.00	0.00	CLOSED
21000516	04/12/21	deposit recon posting in edmun	6,000.00	0.00	CLOSED
21000731	05/13/21	HFA bill	5,000.00	0.00	CLOSED
21000817	05/26/21	HFA Bill	237.50	0.00	CLOSED
21000933	06/15/21	HFA May Bill	5,000.00	0.00	CLOSED
21001125	07/14/21	HFA June Bill	5,000.00	0.00	CLOSED
21001296	08/10/21	60027 HFA July Bill	5,000.00	0.00	CLOSED
21001456	09/08/21	AUGUST BILL	5,000.00	0.00	CLOSED - pd 9/22/21
21001720	10/26/21	Sept billing	5,000.00	0.00	CLOSED - pd 10/26/21
21001914	11/29/21	October Bill	5,000.00	0.00	CLOSED - pd 12/8/21
21002114	01/06/22	November 2021 billing	5,000.00	0.00	CLOSED
22000115	02/07/22	December 2021	5,000.00	0.00	CLOSED
22000200	02/17/22	A/P & SOP CONSULTING	7,010.00	0.00	CLOSED
22000352	03/21/22	February billing	6,260.00	0.00	CLOSED
22000564	05/04/22	March 2022	0.00	0.00	CLOSED
22000565	05/04/22	March 2022	5,000.00	0.00	CLOSED
22000631	05/12/22	April 2022	5,000.00	0.00	CLOSED
22000730	06/09/22	May 2022 Billing	5,000.00	0.00	CLOSED
22000927	07/18/22	HFA Bill	6,000.00	0.00	CLOSED
22001222	09/13/22	AUGUST 2022 BILLINGS	6,000.00	0.00	CLOSED
22001265	09/16/22	JULY 2022 BILLINGS	6,000.00	0.00	CLOSED
22001412	10/12/22	SEPTEMBER 2022 BILLING	6,000.00	0.00	CLOSED
22001624	11/16/22	OCTOBER 2022 BILLINGS	6,000.00	0.00	CLOSED
22001814	12/15/22	MONTHLY BILLING - NOV 2022	6,000.00	0.00	OPEN
Grand Total:			134,910.00	0.00	

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
680 HOOPER AVE
BUILDING B- SUITE 201
TOMS RIVER, NJ 08753 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000136

ORDER DATE: 01/27/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO. 495538

DATE PAID 2-2-21

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNTING	UNIT PRICE	TOTAL
1.00	DEP RECON POSTING MAINTANCE	0-01-20-0130-00229	3,600.0000	3,600.00
			TOTAL	3,600.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Qualified Purchasing Agent

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
680 HOOPER AVE
BUILDING B- SUITE 201
TOMS RIVER, NJ 08753 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC

NO. 21000136

ORDER DATE: 01/27/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	DEP RECON POSTING MAINTANCE	0-01-20-0130-00229	3,600.0000	3,600.00
			TOTAL	3,600.00

VENDOR

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
680 HOOPER AVE
BUILDING B- SUITE 201
TOMS RIVER, NJ 08753 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC

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ORDER DATE: 01/27/21

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VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	DEP RECON POSTING MAINTANCE	0-01-20-0130-00229	3,600.0000	3,600.00
			TOTAL	3,600.00

DEPARTMENT



21000076

680 Hooper Avenue, Bldg B, Toms River, NJ 08753 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 12/31/2020
Invoice Number: 47848
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$3,600.00

Helma
095
01-20-0130
0028

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 12/31/2020

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted. Please remit to HFA, 680 Hooper Ave, Bldg B, Toms River, NJ 08753.
Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service	December Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Accounts Payable Training, Receipts Deposit Reconciliations and Postings, Receipts Posting Training, Transfers/Cancellations Assistance	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	0	\$ 175.00	\$ -
	Anthony Mamino	Supervisor	24	\$ 150.00	\$ 3,600.00
Final Monthly Billing Amount					\$ 3,600.00

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000225

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
680 HOOPER AVE
BUILDING B- SUITE 201
TOMS RIVER, NJ 08753 USA

ORDER DATE: 02/11/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO.

DATE PAID

49597

2-16-21

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	RECEIPTS, DEP RECON, POSTING	1-01-20-0130-00228	5,000.0000	5,000.00
1.00	SEWER UTILITY FIN MODEL REDEV	1-01-20-0130-00228	5,002.5000	5,002.50
			TOTAL	10,002.50

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Qualified Purchasing Agent

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
680 HOOPER AVE
BUILDING B- SUITE 201
TOMS RIVER, NJ 08753 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000225

ORDER DATE: 02/11/21
DELIVERY DATE:
STATE CONTRACT:
F.O.B. TERMS:
VENDOR ACCT NUM:
VENDOR PHONE #: (732)797-1333
VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	RECEIPTS, DEP RECON, POSTING	1-01-20-0130-00228	5,000.0000	5,000.00
1.00	SEWER UTILITY FIN MODEL REDEV	1-01-20-0130-00228	5,002.5000	5,002.50
			TOTAL	10,002.50

VENDOR

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000225

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

ORDER DATE: 02/11/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
680 HOOPER AVE
BUILDING B- SUITE 201
TOMS RIVER, NJ 08753 USA

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL
1.00	RECEIPTS, DEP RECON, POSTING	1-01-20-0130-00228	5,000.0000	5,000.00
1.00	SEWER UTILITY FIN MODEL REDEV	1-01-20-0130-00228	5,002.5000	5,002.50
			TOTAL	10,002.50

DEPARTMENT



Certified Public Accountants & Advisors

680 Hooper Avenue, Bldg B, Toms River, NJ 08753 • Tel: 732.797.1333
184 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010

www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 1/31/2021
Invoice Number: 48024
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

Handwritten note:
HFA
1-31-2021
60027

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 1/31/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted. Please remit to HFA, 680 Hooper Ave, Bldg B, Toms River, NJ 08753.
Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service
Accounts Payable Training, Receipts Posting Training, Annual Debt Statement Preparation and Related GL Reconciliations

January 2021 Billings				
Engagement Team Member	Level	Hours	Rate	Total
Matt Holman	Senior Partner	0	\$ 200.00	\$ -
John Zim	Director	0	\$ 175.00	\$ -
Anthony Mannino	Supervisor	36	\$ 150.00	\$ 5,400.00
Total Billing Amount				\$ 5,400.00
Monthly Discount to Fixed Fee Contract				\$ (400.00)
Final Monthly Billing Amount				\$ 5,000.00



Certified Public Accountants & Advisors

680 Hooper Avenue, Bldg B, Toms River, NJ 08753 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010

www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 1/31/2021
Invoice Number: 48025
Client: 60027.

IN ACCORDANCE WITH PROFESSIONAL SERVICES AGREEMENT:

BILLING FOR ADVISORY SERVICES WITH REGARDS TO SEWER UTILITY FINANCIAL MODEL AND
REDEVELOPMENT FOR THE TOWNSHIP OF HAZLET.

*** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. ***

Please Remit: \$5,002.50

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 1/31/2021

POSITION: PARTNER

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Cash & check payments will still be accepted. Please remit to HFA, 680 Hooper Ave, Bldg B, Toms River, NJ 08753.
Questions? Contact us at 732-797-1333

Hazlet Township - Sewer Utility Rate Study

Description of this Month's Service	Jan 2021 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Sewer Utility Financial Model Redesign and Redevelopment According to Edmunds Consulting Reports Sewer Utility Billing and Account Type Assessment and Error Reporting Edmunds GovTech Meetings to Retrieve Sewer Utility Usage Data Hazlet Team Meetings & Draft Model Presentation	Matt Holtman	Senior Partner	4	\$ 200.00	\$ 800.00
	John Zim	Director	25	\$ 160.00	\$ 4,000.00
	Anthony Mannino	Supervisor	1.5	\$ 135.00	\$ 202.50
Final Monthly Billing Amount				\$	5,002.50

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000386

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

ORDER DATE: 03/11/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO.

495778

DATE PAID

4-6-21

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	SEWER UTILITY FIN MODEL	1-01-20-0130-00228	800.0000	800.00
1.00	PROCESSING RECEIPTS DEP RECON	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,800.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Qualified Purchasing Agent

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000386

ORDER DATE: 03/11/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	SEWER UTILITY FIN MODEL	1-01-20-0130-00228	800.0000	800.00
1.00	PROCESSING RECEIPTS DEP RECON	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,800.00

VENDOR

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000386

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

ORDER DATE: 03/11/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	SEWER UTILITY FIN MODEL	1-01-20-0130-00228	800.0000	800.00
1.00	PROCESSING RECEIPTS DEP RECON	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,800.00

DEPARTMENT



Certified Public Accountants & Advisors

1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010

www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 2/28/2021
Invoice Number: 48363
Client: 60027.

IN ACCORDANCE WITH PROFESSIONAL SERVICES AGREEMENT:

BILLING FOR ADVISORY SERVICES WITH REGARDS TO SEWER UTILITY FINANCIAL MODEL AND
REDEVELOPMENT FOR THE TOWNSHIP OF HAZLET.

**** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. ****

Please Remit: \$800.00

Handma 001
1-0100-0130
02/28/2021

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 2/28/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted. Please remit to HFA, 680 Hooper Ave, Bldg B, Toms River, NJ 08753.
Questions? Contact us at 732-797-1333

Hazlet Township - Sewer Utility Rate Study

Description of this Month's Service	Feb 2021 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Sewer Utility Meetings with Mayor and Hazlet Team Sewer Utility Model Adjustments American Water Contact and Report Review	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	5	\$ 160.00	\$ 800.00
	Anthony Mammio	Supervisor	0	\$ 135.00	\$ -
Final Monthly Billing Amount					\$ 800.00



Certified Public Accountants & Advisors

1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010

www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 2/28/2021
Invoice Number: 48362
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 2/28/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted. Please remit to HFA, 680 Hooper Ave, Bldg B, Toms River, NJ 08753.
Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service		FEBRUARY 2021 Billings				
		Engagement Team Member	Level	Hours	Rate	Total
Accounts Payable Training, Receipts Posting Training, Annual Debt Statement Preparation and Related GL Reconciliations		Matt Holman	Senior Partner	0	\$ 200.00	\$ -
		John Zim	Director	0	\$ 175.00	\$ -
		Anthony Mammino	Supervisor	36	\$ 150.00	\$ 5,400.00
		Total Billing Amount			\$ 5,400.00	\$ 5,400.00
		Monthly Discount to Fixed Fee Contract			\$ (400.00)	\$ (400.00)
		Final Monthly Billing Amount			\$ 5,000.00	\$ 5,000.00

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000516

ORDER DATE: 04/12/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO.

DATE PAID

495831

4-20-21

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	deposit recon posting in edmun	1-01-20-0130-00228	5,000.0000	5,000.00
1.00	sewer fln model redevolement	1-01-20-0130-00228	1,000.0000	1,000.00
			TOTAL	6,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

See attached
VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000516

ORDER DATE: 04/12/21
DELIVERY DATE:
STATE CONTRACT:
F.O.B. TERMS:
VENDOR ACCT NUM:
VENDOR PHONE #: (732)797-1333
VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL
1.00	deposit recon posting in edmun	1-01-20-0130-00228	5,000.0000	5,000.00
1.00	sewer fin model redevolement	1-01-20-0130-00228	1,000.0000	1,000.00
			TOTAL	6,000.00

VENDOR

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000516

SHIP TO:

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

ORDER DATE: 04/12/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL
1.00	deposit recon posting in edmun	1-01-20-0130-00228	5,000.0000	5,000.00
1.00	sewer fin model redevolement	1-01-20-0130-00228	1,000.0000	1,000.00
			TOTAL	6,000.00

DEPARTMENT



Certified Public Accountants + Advisors

1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010

www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 3/31/2021
Invoice Number: 48795
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

Handwritten:
HFA
1-20-21
2021

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 3/31/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted. Please remit to HFA, 680 Hooper Ave, Bldg B, Toms River, NJ 08753.
Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service		MARCH 2021 Billings				
		Engagement Team Member	Level	Hours	Rate	Total
Accounts Payable Training, Receipts Posting Training, Annual Financial Statement Preparation and Related GL & Bank Reconciliations		Matt Holman	Senior Partner	0	\$ 200.00	\$ -
		John Zim	Director	0	\$ 175.00	\$ -
		Anthony Mannino	Director	36	\$ 175.00	\$ 6,300.00
		Total Billing Amount				\$ 6,300.00
		Monthly Discount to Fixed Fee Contract				\$ (1,300.00)
		Final Monthly Billing Amount				\$ 5,000.00



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194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010

www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 3/31/2021
Invoice Number: 48798
Client: 60027.

IN ACCORDANCE WITH PROFESSIONAL SERVICES AGREEMENT:

BILLING FOR ADVISORY SERVICES WITH REGARDS TO SEWER UTILITY FINANCIAL MODEL AND
REDEVELOPMENT FOR THE TOWNSHIP OF HAZLET.

**** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. ****

Please Remit: \$1,000.00

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 3/31/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted. Please remit to HFA, 680 Hooper Ave, Bldg B, Toms River, NJ 08753.
Questions? Contact us at 732-797-1333

Hazlet Township - Sewer Utility Rate Study

Description of this Month's Service	Mar 2021 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
American Water Working Sessions, Model Adjustments According to AW Collaboration, AW Training Sessions	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	6.25	\$ 160.00	\$ 1,000.00
	Anthony Mannino	Supervisor	0	\$ 135.00	\$ -
	Final Monthly Billing Amount				\$ 1,000.00

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000731

ORDER DATE: 05/13/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO. 445921

DATE PAID 5/19/21

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	HFA bill	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

See attached
VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000731

ORDER DATE: 05/13/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	HFA bill	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

VENDOR

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000731

ORDER DATE: 05/13/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL
1.00	HFA bill	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

DEPARTMENT



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www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 4/30/2021
Invoice Number: 49133
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

1-01-20-0130-00228
HOLMA005
PO 21000731

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 4/30/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted. Please remit to HFA, 680 Hooper Ave, Bldg B, Toms River, NJ 08753.
Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service	APRIL 2021 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Accounts Payable Training, Receipts Posting Training, Annual Financial Statement Preparation and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	0	\$ 175.00	\$ -
	Anthony Mannino	Director	36	\$ 175.00	\$ 6,300.00
	Christopher Schweitzer	Supervisor	40	\$ 150.00	\$ 6,000.00
Total Billing Amount					\$ 12,300.00
Monthly Discount to Fixed Fee Contract					\$ (7,300.00)
Final Monthly Billing Amount					\$ 5,000.00

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000817

ORDER DATE: 05/26/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO. 496002

DATE PAID 6/8/21

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	HFA BILL 60027	1-01-20-0130-00228	237.5000	237.50
			TOTAL	237.50

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

See Attached
VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Jamie Stern

Qualified Purchasing Agent

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000817

ORDER DATE: 05/26/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	HFA BILL 60027	1-01-20-0130-00228	237.5000	237.50
			TOTAL	237.50

VENDOR

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000817

ORDER DATE: 05/26/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	HFA Bill 60027	1-01-20-0130-00228	237.5000	237.50
			TOTAL	237.50

DEPARTMENT



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HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 4/30/2021
Invoice Number: 49134
Client: 60027.

IN ACCORDANCE WITH PROFESSIONAL SERVICES AGREEMENT:

BILLING FOR ADVISORY SERVICES WITH REGARDS TO AMERICAN WATER WORKING SESSIONS,
MANAGEMENT AND LEADERSHIP MEETINGS, AW REPORT REWORKING FOR THE TOWNSHIP OF
HAZLET.

**** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. ****

Please Remit: \$237.50

1-01-20-0130-60228
HOLMA005
9021000817

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 4/30/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted. Please remit to HFA, 680 Hooper Ave, Bldg B, Toms River, NJ 08753.
Questions? Contact us at 732-797-1333

Hazlet Township - Sewer Utility Assessment

Description of this Month's Service	Apr 2021 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
American Water Working Sessions, Management & Leadership Meetings, AW Report Reworking.	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	2	\$ 160.00	\$ 320.00
	Anthony Mannino	Supervisor	0	\$ 135.00	\$ -
	Final Monthly Billing Amount			\$	\$ 320.00
	Adjustment to Prior Contract			\$	\$ (82.50)
	Final Monthly Billing Amount			\$	\$ 237.50

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000933

ORDER DATE: 06/15/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO. 496069

DATE PAID 6/16/21

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	HFA May Bill 60027	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

Attached
VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP, SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Samir Stein
Qualified Purchasing Agent

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000933

ORDER DATE: 06/15/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL
1.00	HFA May Bill 60027	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

VENDOR

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 2
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21000933

ORDER DATE: 06/15/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	HFA May Bill 60027	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

DEPARTMENT



Certified Public Accountants + Advisors

1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only

www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 5/31/2021
Invoice Number: 49475
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit on Account: \$5,000.00

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 5/31/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service	MAY 2021 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Accounts Payable Training, Receipts Posting Training, Annual Financial Statement Preparation and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	0	\$ 175.00	\$ -
	Anthony Mammio	Director	24	\$ 175.00	\$ 4,200.00
	Christopher Schweitzer	Supervisor	24	\$ 150.00	\$ 3,600.00
	Total Billing Amount				\$ 7,800.00
	Monthly Discount to Fixed Fee Contract				\$ (2,800.00)
	Final Monthly Billing Amount				\$ 5,000.00

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21001125

ORDER DATE: 07/14/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO. 496166

DATE PAID 7/22/21

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	June Bill	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

Attached
VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP, SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Samir Stein
Qualified Purchasing Agent

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21001125

ORDER DATE: 07/14/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL
1.00	June Bill	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

VENDOR

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21001125

ORDER DATE: 07/14/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	June Bill	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

DEPARTMENT



1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 6/30/2021
Invoice Number: 50004
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 6/30/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service	JUNE 2021 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Accounts Payable Training, Receipts Posting Training, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	0	\$ 175.00	\$ -
	Anthony Mannino	Director	30	\$ 175.00	\$ 5,250.00
	Christopher Schweitzer	Supervisor	3	\$ 150.00	\$ 450.00
	Total Billing Amount			\$	\$ 5,700.00
	Monthly Discount to Fixed Fee Contract			\$	\$ (700.00)
	Final Monthly Billing Amount			\$	\$ 5,000.00

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21001296

ORDER DATE: 08/10/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO.

4196293

DATE PAID

8/18/21

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	60027 HFA July Bill	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

VENDOR SIGN HERE

OFFICIAL POSITION

DATE

NOTICE TO VENDOR

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Qualified Purchasing Agent



Certified Public Accountants + Advisors

1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 7/31/2021
Invoice Number: 50160
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

HOLMA005
1-01-20-0130-00228

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 7/31/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

JULY 2021 Billings				
Engagement Team Member	Level	Hours	Rate	Total
Matt Holman	Senior Partner	0	\$ 200.00	\$ -
John Zim	Director	0	\$ 175.00	\$ -
Anthony Mannino	Director	30	\$ 175.00	\$ 5,250.00
Christopher Schweitzer	Supervisor	0	\$ 150.00	\$ -
Total Billing Amount			\$	\$ 5,250.00
Monthly Discount to Fixed Fee Contract			\$	\$ (250.00)
Final Monthly Billing Amount			\$	\$ 5,000.00

Description of this Month's Service

Accounts Payable Training, Receipts Posting
Training, Budget Preparation, and Related
GL & Bank Reconciliations

NO. 496293

RETAIN FOR YOUR RECORDS		DESCRIPTION	AMOUNT
PO: 21001296 DESC: 60027 HFA July Bill			5,000.00
INV: 50160 AMT: 5,000.00			
VENDOR		CHECK DATE	CHECK AMOUNT
HOLMAN, FRENIA, ALLISON, P.C.		08/18/21	5,000.00

DETACH BEFORE DEPOSITING

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS • SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE • MISSING A FEATURE INDICATES A COPY

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 496293

CHECK NO.
496293

CHECK AMOUNT
\$*****5,000.00

Five Thousand AND 00/100 Dollars

Evelyn A. Hardi
TOWNSHIP CLERK
[Signature]
ADMINISTRATOR

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21001456

ORDER DATE: 09/08/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO. 496113

DATE PAID 9/22/21

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	AUGUST BILL	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

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VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Qualified Purchasing Agent



1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 8/31/2021
Invoice Number: 50355
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

HOLMA 005
1-01-20-0130-0028
HOLMA 005

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 8/31/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service		AUGUST 2021 Billings				
		Engagement Team Member	Level	Hours	Rate	Total
Accounts Payable Training, Receipts Posting Training, Budget Preparation, and Related GL & Bank Reconciliations		Matt Holman	Senior Partner	0	\$ 200.00	\$ -
		John Zim	Director	0	\$ 175.00	\$ -
		Anthony Mannino	Director	30	\$ 175.00	\$ 5,250.00
		Christopher Schweitzer	Supervisor	0	\$ 150.00	\$ -
Total Billing Amount					\$ 5,250.00	\$ 5,250.00
Monthly Discount to Fixed Fee Contract					\$ (250.00)	\$ (250.00)
Final Monthly Billing Amount					\$ 5,000.00	\$ 5,000.00

NO. 496413

DESCRIPTION		AMOUNT
PO: 21001456 DESC: AUGUST BILL		5,000.00
INV: 50355	AMT: 5,000.00	
VENDOR		CHECK DATE
HOLMAN, FRENIA, ALLISON, P.C.		09/22/21
		CHECK AMOUNT
		5,000.00

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS • SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE • MISSING A FEATURE INDICATES A COPY

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 496413

CHECK NO.
496413

CHECK AMOUNT
\$*****5,000.00

TO THE ORDER OF:
HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701
USA

Evelyn A. Hardi
TOWNSHIP CLERK
[Signature]
ADMINISTRATOR

P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21001720

ORDER DATE: 10/26/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO. 496548

DATE PAID 10/26/21

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	HFA- 60027	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Samie Stein

Qualified Purchasing Agent



1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 9/30/2021
Invoice Number: 50576
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

Handwritten: HAZLET
10/20/2021
00228

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 9/30/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.
Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701
Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

SEPTEMBER 2021 Billings				
Description of this Month's Service	Engagement Team Member	Level	Hours	Rate
Accounts Payable Training, Receipts Posting Training, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00
	John Zim	Director	0	\$ 175.00
	Anthony Mannino	Director	30	\$ 175.00
	Christopher Schweitzer	Supervisor	0	\$ 150.00
				\$ 5,250.00
Total Billing Amount				\$ (250.00)
Monthly Discount to Fixed Fee Contract				\$
Final Monthly Billing Amount				\$ 5,000.00

HAZLET TOWNSHIP

RETAIN FOR YOUR RECORDS

DESCRIPTION	AMOUNT				
PO: 21001720 DESC: Sept billing INV: 50576 AMT: 5,000.00	5,000.00				
VENDOR HOLMAN, FRENIA, ALLISON, P.C.	<table border="1"><tr><td>CHECK DATE</td><td>CHECK AMOUNT</td></tr><tr><td>10/26/21</td><td>5,000.00</td></tr></table>	CHECK DATE	CHECK AMOUNT	10/26/21	5,000.00
CHECK DATE	CHECK AMOUNT				
10/26/21	5,000.00				

DETACH BEFORE DEPOSITING

MISSING A FEATURE INDICATES A COPY

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21001914

ORDER DATE: 11/29/21

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #: R2101567

PAYMENT RECORD

CHECK NO. 496082

DATE PAID 12/2/21

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUS FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	October Bill	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.


VENDOR SIGN HERE

Director 12/2/21
OFFICIAL POSITION DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT


Qualified Purchasing Agent



Certified Public Accountants + Advisors

1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only

www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 10/31/2021
Invoice Number: 50802
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 10/31/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service	OCTOBER 2021 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Accounts Payable Training, Receipts Posting Training, Budget Preparation, and Related GL & Bank Reconciliations	Mat Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	0	\$ 175.00	\$ -
	Anthony Mannino	Director	30	\$ 175.00	\$ 5,250.00
	Christopher Schweitzer	Supervisor	0	\$ 150.00	\$ -
Total Billing Amount				\$	5,250.00
Monthly Discount to Fixed Fee Contract				\$	(250.00)
Final Monthly Billing Amount				\$	5,000.00

NO. 496682

DESCRIPTION		AMOUNT
PO: 21001914 DESC: October Bill		5,000.00
INV: 50802	AMT: 5,000.00	
VENDOR		CHECK DATE
HOLMAN, FRENIA, ALLISON, P.C.		12/08/21
		CHECK AMOUNT
		5,000.00

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS • SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE • MISSING A FEATURE INDICATES A COPY

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 496682

CHECK NO.
496682

CHECK AMOUNT
\$*****5,000.00

Five Thousand AND 00/100 Dollars

TO THE ORDER OF:
HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701
USA

Ernest A. Hardi
TOWNSHIP CLERK
ADMINISTRATOR

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21002114

ORDER DATE: 01/06/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO. 496810

DATE PAID 1/6/22

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	November 2021 billing	1-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

VENDOR SIGN HERE

Director

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP, SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Samir Stein

Qualified Purchasing Agent



1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 11/30/2021
Invoice Number: 50982
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit on Account: \$5,000.00

HOLMA \$\$\$

1-01-20-0130
00228

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 11/30/2021

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service	NOVEMBER 2021 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Accounts Payable Training, Receipts Posting Training, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	0	\$ 175.00	\$ -
	Anthony Mannino	Director	30	\$ 175.00	\$ 5,250.00
	Christopher Schweitzer	Supervisor	0	\$ 150.00	\$ -
	Total Billing Amount				\$ 5,250.00
	Monthly Discount to Fixed Fee Contract				\$ (250.00)
	Final Monthly Billing Amount				\$ 5,000.00

RETAIN FOR YOUR RECORDS

	DESCRIPTION	AMOUNT
PO: 21002114 DESC: November 2021 billing INV: 50982 AMT: 5,000.00		5,000.00
VENDOR	CHECK DATE	CHECK AMOUNT
HOLMAN, FRENIA, ALLISON, P.C.	01/06/22	5,000.00

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS ♦ SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE ♦ MISSING A FEATURE INDICATES A COPY:

NO. 496810

CHECK AMOUNT
\$*****5,000.00

Evelyn A. Hardi
TOWNSHIP CLERK
[Signature]
ADMINISTRATOR

№ 4968 1011 1221 2723031 98630320411

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: JERSE005

JERSEY CENTRAL POWER AND LIGHT
PO BOX 3687
AKRON, OH 44309-3687 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 21002115

ORDER DATE: 01/06/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)212-4110

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO. 496881

DATE PAID 1/6/22

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	200 000 010 781	1-01-31-0430-00284	427.7800	427.78
			TOTAL	427.78

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

Utility
VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

[Signature]
RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

[Signature]
Qualified Purchasing Agent

November 29, 2021

Master Account: 200 000 010 781

Master Invoice: 95009398376

Page 1 of 2
C79

Bill for: HAZLET TWP
Master Bill Account
1766 UNION AVE
HAZLET NJ 07730

71-0003

Account Summary		Amount Due
Your previous bill was	465.69	
Total payments	-465.69	
Balance at billing on November 29, 2021	0.00	0.00
Current Basic Charges		
JCP&L - Consumption		100.04
Current Charges DIRECT ENERGY BUSINESS LLC		228.74
Total Due by Dec 20, 2021 - Please Pay This Amount		\$427.78

To avoid a Late Payment Charge being added to your bill, please pay by the due date.

General Information			
	Bill Issued by:		
	JCP&L		Customer Service 1-800-662-3115
	PO Box 16001		Outage Reporting Line 1-888-544-4877
	Reading PA 19612-6001		Payment Options 1-800-962-0383

Jersey Central
1-800-962-0383

NO. 496811

	DESCRIPTION	AMOUNT
	PO: 21002115 DESC: November Bill	427.78
	INV: 95009398376 AMT:	427.78
	PO: 21002118 DESC: Nov-Dec Bill	273.32
VENDOR	JERSEY CENTRAL POWER AND LIGHT	CHECK DATE 01/06/22
		CHECK AMOUNT 701.10

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS • SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE • MISSING A FEATURE INDICATES A COPY

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 496811

DATE ISSUED
01/06/22

CHECK NO.
496811

CHECK AMOUNT
\$*****701.10

Seven Hundred One AND 10/100 Dollars

TO THE ORDER OF:
JERSEY CENTRAL POWER AND LIGHT
PO BOX 3687
AKRON, OH 44309-3687
USA

Evelyn A. Hardi
TOWNSHIP CLERK
ADMINISTRATOR

00496811 12212723031 986303204

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 22000200

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

ORDER DATE: 02/17/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

PAYMENT RECORD

CHECK NO. 4197008

DATE PAID 2/17/22

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	JANUARY BILLING	2-01-20-0130-00228	5,000.0000	5,000.00
1.00	UTILITY SOP CONSULTING FOR TWP	2-01-20-0130-00228	2,010.0000	2,010.00
			TOTAL	7,010.00

CLAIMANT'S CERTIFICATION & DECLARATION

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VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

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RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Qualified Purchasing Agent



Certified Public Accountants + Advisors

1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 1/31/2022
Invoice Number: 51501
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

2-01-20-0150-
00028

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 1/31/2022

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.
Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701
Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

JANUARY 2022 Billings

Description of this Month's Service	JANUARY 2022 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Monthly Financial Consulting, Audit Assistance, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	0	\$ 175.00	\$ -
	Anthony Mannino	Director	30	\$ 175.00	\$ 5,250.00
	Christopher Schweitzer	Supervisor	0	\$ 150.00	\$ -
	Total Billing Amount				\$ 5,250.00
	Monthly Discount to Fixed Fee Contract				\$ (250.00)
	Final Monthly Billing Amount				\$ 5,000.00



Certified Public Accountants + Advisors

1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 1/31/2022
Invoice Number: 51521
Client: 60027.

BILLING FOR SERVICES RENDERED IN JANUARY 2022, WITH REGARDS TO UTILITY SOP CONSULTING
FOR THE TOWNSHIP OF HAZLET.

*** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. ***

Please Remit: \$2,010.00

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 1/31/2022

POSITION: PARTNER

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www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701
Questions? Contact us at 732-797-1333

Hazlet Township - Utility SOP Consulting						
Description of this month's Service		Jan 2022 Billings				
	Level	Hours	Rate	Total		
Re-Assessment of AW and Hazlet Usage Files and Models Developed & Drafting of SOP	Partner	2	\$ 200.00	\$		400.00
	Director	8	\$ 175.00	\$		1,400.00
	Advisor II	0	\$ 115.00	\$		-
	Ad Hoc Staff	2	\$ 105.00	\$		210.00
	Total Monthly Billing Amount - Amount Due			\$		2,010.00
	Total Contracted Amount			\$		6,000.00
	Billing Remaining			\$		3,990.00

NO. 497008

RETAIN FOR YOUR RECORDS

DESCRIPTION		AMOUNT
PO: 22000200 DESC: A/P & SOP CONSULTING		7,010.00
INV: 51501	AMT: 5,000.00	
INV: 51521	AMT: 2,010.00	
VENDOR		CHECK DATE
HOLMAN, FRENIA, ALLISON, P.C.		02/17/22
		CHECK AMOUNT
		7,010.00

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS + SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE + MISSING A FEATURE INDICATES A COPY

HAZLET TOWNSHIP
CURRENT FUND
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 497008

DATE ISSUED
02/17/22

CHECK NO.
497008

CHECK AMOUNT
\$*****7,010.00

Seven Thousand Ten AND 00/100 Dollars

TO THE ORDER OF:
HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701
USA

TOWNSHIP CLERK
ADMINISTRATOR

№ 497008 № 221272303: 986303204

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 22000352

ORDER DATE: 03/21/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #: R2200240

PAYMENT RECORD

CHECK NO.

DATE PAID

4/6/22

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	Feb2022 SOP Utility billing	2-07-50-0515-00296	1,260.0000	1,260.00
1.00	Feb 2022 billing	2-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	6,260.00

CLAIMANT'S CERTIFICATION & DECLARATION

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VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Famia Starn
Qualified Purchasing Agent



1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 2/28/2022
Invoice Number: 51854
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

2200240

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 2/28/2022

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations						
Description of this Month's Service	FEBRUARY 2022 Billings					
	Engagement Team Member	Level	Hours	Rate	Total	
Monthly Financial Consulting, Audit Assistance, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -	
	John Zirn	Director	0	\$ 175.00	\$ -	
	Anthony Mannino	Director	30	\$ 175.00	\$ 5,250.00	
	Christopher Schweitzer	Supervisor	0	\$ 150.00	\$ -	
	Total Billing Amount				\$ 5,250.00	
	Monthly Discount to Fixed Fee Contract				\$ (250.00)	
	Final Monthly Billing Amount				\$ 5,000.00	



1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 2/28/2022
Invoice Number: 51889
Client: 60027.

BILLING FOR SERVICES RENDERED IN FEBRUARY 2022, WITH REGARDS TO UTILITY SOP
CONSULTING FOR THE TOWNSHIP OF HAZLET.

Sewer

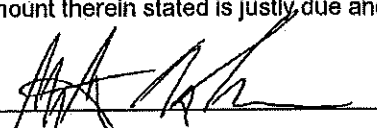
*** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. ***

Please Remit: \$1,260.00

~~R2200240~~
R2200240
HOLMADOKS

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: 

DATE: 2/28/2022

POSITION: PARTNER

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www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Utility SOP Consulting					
Description of this month's Service	Feb 2022 Billings				
	Level	Hours	Rate	Total	
Hazlet Township SOP Drafting & Assessment Report Drafting Commencement from Financial Analyses & Modeling	Partner	0	\$ 200.00	\$ -	
	Director	6	\$ 175.00	\$ 1,050.00	
	Advisor II	0	\$ 115.00	\$ -	
	Ad Hoc Staff	2	\$ 105.00	\$ 210.00	
	Total Monthly Billing Amount - Amount Due			\$ 1,260.00	
	Total Contracted Amount			\$ 6,000.00	
	Billing Remaining			\$ 2,730.00	

NO. 1517

DESCRIPTION		AMOUNT
PO: 22000352 DESC: February billing		1,260.00
INV: 51889	AMT: 1,260.00	
VENDOR		CHECK DATE
HOLMAN, FRENIA, ALLISON, P.C.		04/06/22
		CHECK AMOUNT
		1,260.00

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS + SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE + MISSING A FEATURE INDICATES A COPY

PROVIDENT BANK
830 BERGEN AVE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 1517

CHECK NO.
1517

CHECK AMOUNT
\$*****1,260.00

One Thousand Two Hundred Sixty AND 00/100 Dollars

TOWNSHIP CLERK
ADMINISTRATOR

1100251711 122212723031 98790082611

NO. 497152

DESCRIPTION		AMOUNT
PO: 22000352 DESC: February billing		5,000.00
INV: 51854	AMT: 5,000.00	
VENDOR		CHECK DATE
HOLMAN, FRENIA, ALLISON, P.C.		04/06/22
		CHECK AMOUNT
		5,000.00

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS • SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE • MISSING A FEATURE INDICATES A COPY

HAZLET TOWNSHIP
CURRENT FUND
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 497152

DATE ISSUED
04/06/22

CHECK NO.
497152

CHECK AMOUNT
\$*****5,000.00

Five Thousand AND 00/100 Dollars

TO THE ORDER OF:

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701
USA

TOWNSHIP CLERK

ADMINISTRATOR

1149715211 12212723031 98630320411

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 22000564

ORDER DATE: 05/04/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
			TOTAL	0.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP, SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCIAL DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Jamie Stan

Qualified Purchasing Agent

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 22000565

ORDER DATE: 05/04/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO.

DATE PAID

497272
5/4/22

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	Client 60027	2-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

See attached
VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP, SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Samir Stan
Qualified Purchasing Agent



1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 3/31/2022
Invoice Number: 52419
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

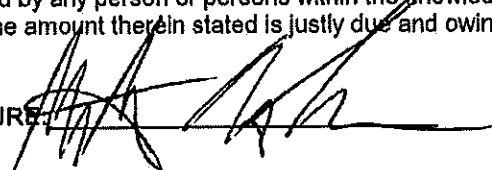
***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

Holm 2465
2-0-200130-00228

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: 

DATE: 3/31/2022

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations						
Description of this Month's Service	MARCH 2022 Billings					
	Engagement Team Member	Level	Hours	Rate	Total	
Monthly Financial Consulting, Audit Assistance, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -	
	John Zim	Director	0	\$ 175.00	\$ -	
	Anthony Mannino	Director	30	\$ 175.00	\$ 5,250.00	
	Christopher Schweitzer	Supervisor	0	\$ 150.00	\$ -	
	Total Billing Amount				\$ 5,250.00	
	Monthly Discount to Fixed Fee Contract				\$ (250.00)	
	Final Monthly Billing Amount				\$ 5,000.00	

NO. 497272

DESCRIPTION		AMOUNT
PO: 22000565 DESC: March 2022		5,000.00
INV: 52419	AMT: 5,000.00	
VENDOR		CHECK DATE
HOLMAN, FRENIA, ALLISON, P.C.		05/04/22
		CHECK AMOUNT
		5,000.00

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS • SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE • MISSING A FEATURE INDICATES A COPY

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 497272

DATE ISSUED
05/04/22

CHECK NO.
497272

CHECK AMOUNT
\$*****5,000.00

Five Thousand AND 00/100 Dollars

TO THE ORDER OF:
HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701
USA

~~TOWNSHIP CLERK~~

ADMINISTRATOR

11 49727211 12 2212723031 98630320411

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 22000631

ORDER DATE: 05/12/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #: R2200522

PAYMENT RECORD

CHECK NO.

DATE PAID

497305
5/18/22

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	April 2022	2-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

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VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Qualified Purchasing Agent



Certified Public Accountants + Advisors

1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 4/30/2022
Invoice Number: 52824
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

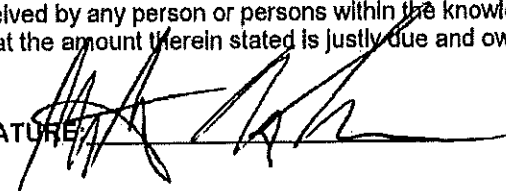
***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$5,000.00

<u>Invoice</u>	<u>Date</u>	<u>Description</u>	<u>Charge</u>	<u>Credit</u>	<u>Balance</u>
		Balance forward as of 04/05/2022			\$11,260.00
	04/08/2022	Payment		\$1,260.00	\$10,000.00
	04/08/2022	Payment		\$5,000.00	\$5,000.00
52824	04/30/2022	Invoice	\$5,000.00		\$10,000.00
		Current Amount Due			<u>\$10,000.00</u>

VENDOR'S CERTIFICATION AND DECLARATION

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SIGNATURE: 

DATE: 4/30/2022

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations						
Description of this Month's Service	APRIL 2022 Billings					
	Engagement Team Member	Level	Hours	Rate	Total	
Monthly Financial Consulting, Audit Assistance, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -	
	John Zim	Director	0	\$ 175.00	\$ -	
	Anthony Mannino	Director	30	\$ 175.00	\$ 5,250.00	
	Christopher Schweitzer	Supervisor	0	\$ 150.00	\$ -	
	Total Billing Amount				\$ 5,250.00	
	Monthly Discount to Fixed Fee Contract				\$ (250.00)	
	Final Monthly Billing Amount				\$ 5,000.00	

NO. 497305

DESCRIPTION		AMOUNT
PO: 22000631 DESC: April 2022		5,000.00
INV: 52824	AMT: 5,000.00	
VENDOR		CHECK DATE
HOLMAN, FRENIA, ALLISON, P.C.		05/18/22
		CHECK AMOUNT
		5,000.00

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS • SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE • MISSING A FEATURE INDICATES A COPY

HAZLET TOWNSHIP
CURRENT FUND
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 497305

DATE ISSUED
05/18/22

CHECK NO.
497305

CHECK AMOUNT
\$*****5,000.00

Five Thousand AND 00/100 Dollars

TO THE ORDER OF:
HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701
USA


ADMINISTRATOR

№ 497305 № 152212723031 986303204 №

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 22000730

ORDER DATE: 06/09/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO. 497416

DATE PAID 6/23/22

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	May 2022 Billing	2-01-20-0130-00228	5,000.0000	5,000.00
			TOTAL	5,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

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See attached
VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Samir Stein
Qualified Purchasing Agent



1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 5/31/2022
Invoice Number: 53089
Client: 60027.

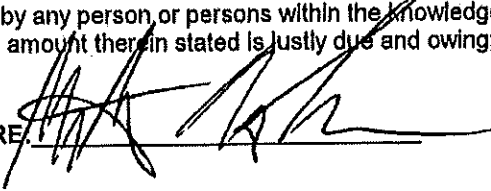
BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit on Account: \$5,000.00

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: 

DATE: 5/31/2022

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service	MAY 2022 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Monthly Financial Consulting, Audit Assistance, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	0	\$ 175.00	\$ -
	Anthony Mannino	Director	30	\$ 175.00	\$ 5,250.00
	Christopher Schweitzer	Supervisor	0	\$ 150.00	\$ -
	Total Billing Amount				\$ 5,250.00
	Monthly Discount to Fixed Fee Contract				\$ (250.00)
	Final Monthly Billing Amount				\$ 5,000.00

NO. 497416

DESCRIPTION		AMOUNT
PO: 22000730 DESC: May 2022 Billing		5,000.00
INV: 53089	AMT: 5,000.00	
VENDOR		CHECK DATE
HOLMAN, FRENIA, ALLISON, P.C.		06/23/22
		CHECK AMOUNT
		5,000.00

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS + SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE + MISSING A FEATURE INDICATES A COPY

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 497416

DATE ISSUED
06/23/22

CHECK NO.
497416

CHECK AMOUNT
\$*****5,000.00

TO THE ORDER OF:
HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701
USA

Mary E. Lynch
TOWNSHIP CLERK
ADMINISTRATOR

11497416 1221272303 986303204

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 22000927

ORDER DATE: 07/18/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #:

PAYMENT RECORD

CHECK NO.

497549

DATE PAID

8/3/22

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	HFA BILL 6.2022	2-01-20-0130-00228	6,000.0000	6,000.00
			TOTAL	6,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

(see attached)
VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE
DATE

APPROVAL FOR PAYMENT

(Signature)
Qualified Purchasing Agent

needs PO



Certified Public Accountants + Advisors

1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only

www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 6/30/2022
Invoice Number: 53373
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

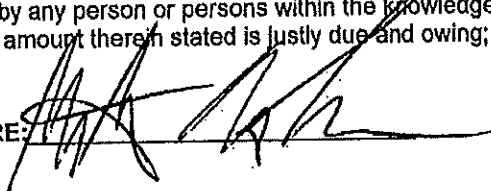
***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$6,000.00

HOLMA005
2-01-20-0130-
00228

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: 

DATE: 6/30/2022

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service	JUNE 2022 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Monthly Financial Consulting, Audit Assistance, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	0	\$ 175.00	\$ -
	Anthony Mannino	Director	40	\$ 175.00	\$ 7,000.00
	Christopher Schweitzer	Supervisor	0	\$ 150.00	\$ -
	Total Billing Amount				\$ 7,000.00
	Monthly Discount to Fixed Fee Contract				\$ (1,000.00)
	Final Monthly Billing Amount				\$ 6,000.00

HAZLET TOWNSHIP

NO. 497549

RETAIN FOR YOUR RECORDS

DESCRIPTION		AMOUNT
PO: 22000927 DESC: HFA Bill INV: 53373 AMT: 6,000.00		6,000.00
VENDOR HOLMAN, FRENIA, ALLISON, P.C.		CHECK DATE 08/03/22
		CHECK AMOUNT 6,000.00

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS + SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE + MISSING A FEATURE INDICATES A COPY

HAZLET TOWNSHIP
CURRENT FUND
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 497549

DATE ISSUED
08/03/22

CHECK NO.
497549

CHECK AMOUNT
\$*****6,000.00

Six Thousand AND 00/100 Dollars

TO THE ORDER OF:
HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701
USA


ADMINISTRATOR

HAZLET TOWNSHIP • 1111111111 • 9843032041

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 22001222

ORDER DATE: 09/13/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #: R2201009

PAYMENT RECORD

CHECK NO.

497727

DATE PAID

9/21/22

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

QUANTITY	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL
1.00	AUGUST 2022 BILLINGS	2-01-20-0130-00228	6,000.0000	6,000.00
			TOTAL	6,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

See attached

VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING AGENT SIGNATURE

DATE

APPROVAL FOR PAYMENT

Samir Stern

Qualified Purchasing Agent



1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 8/31/2022
Invoice Number: 53788
Client: 60027.

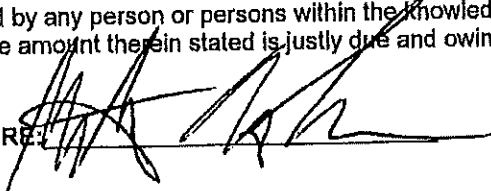
BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit on Account: \$6,000.00

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: 

DATE: 8/31/2022

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations					
Description of this Month's Service	AUGUST 2022 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Monthly Financial Consulting, Audit Assistance, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	John Zim	Director	0	\$ 175.00	\$ -
	Anthony Mannino	Director	40	\$ 175.00	\$ 7,000.00
	Christopher Schweitzer	Supervisor	0	\$ 150.00	\$ -
	Total Billing Amount				\$ 7,000.00
	Monthly Discount to Fixed Fee Contract				\$ (1,000.00)
	Final Monthly Billing Amount				\$ 6,000.00

NO. 497727

RETAIN FOR YOUR RECORDS

RETAIN FOR YOUR RECORDS		DESCRIPTION	AMOUNT
PO: 22001222 DESC: AUGUST 2022 BILLINGS			6,000.00
INV: 53788 AMT: 6,000.00			6,000.00
PO: 22001265 DESC: JULY 2022 BILLINGS			
INV: 53586 AMT: 6,000.00			
VENDOR		CHECK DATE	CHECK AMOUNT
HOLMAN, FRENIA, ALLISON, P.C.		09/21/22	12,000.00

DETACH BEFORE DEPOSITING

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS + SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE + MISSING A FEATURE INDICATES A COPY

HAZLET TOWNSHIP
CURRENT FUND
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 497727

DATE ISSUED
09/21/22

CHECK NO.
497727

CHECK AMOUNT
\$*****12,000.00

Twelve Thousand AND 00/100 Dollars

TO THE ORDER OF:
HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701
USA


ADMINISTRATOR

11. POLARIZATION OF THE POLYMERIZATION OF VINYL MONOMERS

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 22001265

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

ORDER DATE: 09/16/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #: R2201060

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

PAYMENT RECORD

CHECK NO. 497727

DATE PAID 9/21/22

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	JULY 2022 BILLINGS	2-01-20-0130-00228	6,000.0000	6,000.00
			TOTAL	6,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

See Attached

VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Jamie Stein

Qualified Purchasing Agent



Certified Public Accountants + Advisors

1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 7/31/2022
Invoice Number: 53586
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

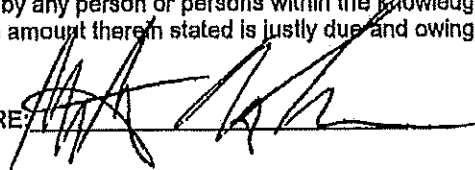
***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$6,000.00

Unpaid
HOLMA005
2-01-20-0130-00228

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: 

DATE: 7/31/2022

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations	
JULY 2022 Billings	
Description of this Month's Service	Engagement Team Member
	Level
	Hours
	Rate
	Total
Monthly Financial Consulting, Audit Assistance, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman
	John Zim
	Anthony Mannino
	Christopher Schweitzer
	Total Billing Amount
	Monthly Discount to Fixed Fee Contract
	Final Monthly Billing Amount

	Senior Partner	0	\$ 200.00	\$ -
	Director	0	\$ 175.00	\$ -
	Director	40	\$ 175.00	\$ 7,000.00
	Supervisor	0	\$ 150.00	\$ -
				\$ 7,000.00
				\$ (1,000.00)
				\$ 6,000.00

NO. 497727

RETAIN FOR YOUR RECORDS

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS + SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE + MISSING A FEATURE INDICATES A COPY

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 497727

DATE ISSUED
09/21/22

CHECK NO.
497727

CHECK AMOUNT
*****12,000.00

Twelve Thousand AND 00/100 Dollars

TO THE ORDER OF:
HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701
USA


ADMINISTRATOR

11 497727 1 221272303 986303204

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 22001412

ORDER DATE: 10/12/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #: R2201211

PAYMENT RECORD

CHECK NO.

497836

DATE PAID

10/19/22

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	SEPTEMBER 2022 BILLING	2-01-20-0130-00228	6,000.0000	6,000.00
			TOTAL	6,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties; of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any; person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

See Attached

VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Jamie Stan

Qualified Purchasing Agent



1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 10/6/2022
Invoice Number: 54003
Client: 60027.

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

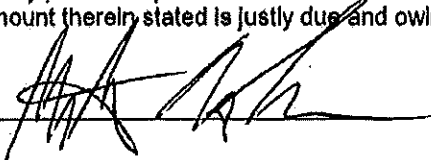
Please Remit: \$6,000.00

holma 005

2-01-20-0130-00228

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars;
that the articles have been furnished or services rendered as stated therein; that no bonus has been given or
received by any person or persons within the knowledge of this claimant in connection with the above claim;
that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: 

DATE: 10/6/2022

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations						
Description of this Month's Service	SEPTEMBER 2022 Billings					
	Engagement Team Member	Level	Hours	Rate	Total	
Monthly Financial Consulting, Audit Assistance, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -	
	John Zim	Director	0	\$ 175.00	\$ -	
	Anthony Mannino	Director	40	\$ 175.00	\$ 7,000.00	
	Christopher Schweizer	Supervisor	0	\$ 150.00	\$ -	
	Total Billing Amount				\$ 7,000.00	
	Monthly Discount to Fixed Fee Contract				\$ (1,000.00)	
	Final Monthly Billing Amount				\$ 6,000.00	

NO. 497836

RETAIN FOR YOUR RECORDS

DESCRIPTION		AMOUNT
PO: 22001412 DESC: SEPTEMBER 2022 BILLING		6,000.00
INV: 54003	AMT: 6,000.00	
VENDOR		CHECK DATE
HOLMAN, FRENIA, ALLISON, P.C.		10/19/22
		CHECK AMOUNT
		6,000.00

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS + SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE + MISSING A FEATURE INDICATES A COPY

HAZLET TOWNSHIP
CURRENT FUND
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 497836

DATE ISSUED
10/19/22

CHECK NO.
497836

CHECK AMOUNT
\$*****6,000.00

Six Thousand AND 00/100 Dollars

TO THE ORDER OF:
HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701
USA

ADMINISTRATOR

11 497836 11 12 221 27 23031 986303 204 11

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 22001624

ORDER DATE: 11/16/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

REQUISITION #: R2201434

PAYMENT RECORD

CHECK NO.

497977

DATE PAID

NOV 23 2022

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1986)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	OCTOBER 2022 BILLINGS	2-01-20-0130-00228	6,000.0000	6,000.00
			TOTAL	6,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

See attached

VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

CONTRACT ORDERS ARE SUBJECT TO ALL TERMS AND CONDITIONS OF THE ACCEPTED BID AND EXECUTED CONTRACT. INFORMAL AWARDS (OPEN MARKET ORDERS RESULTING FROM ADVERTISED PROPOSALS) ARE SUBJECT TO THE TERMS AND CONDITIONS OF THE ACCEPTED BID. NO ORDER VALID UNLESS SIGNED BELOW.

CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCE DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Jamie Stein

Qualified Purchasing Agent

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC

NO. 22001624

ORDER DATE: 11/16/22

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

VENDOR ACCT NUM:

VENDOR PHONE #: (732)797-1333

VENDOR FAX #:

PAYMENT RECORD

CHECK NO.

DATE PAID

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

QUANTITY	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL
1.00	OCTOBER 2022 BILLINGS	2-01-20-0130-00228	6,000.0000	6,000.00
			TOTAL	6,000.00

DEPARTMENT



Certified Public Accountants + Advisors

1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only

www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 10/31/2022
Invoice Number: 54342
Client: 60027.

HOLMADDS 2-01-20-0130-00228

BILLING FOR ACCOUNTS PAYABLE PROCESSING, RECEIPTS, DEPOSIT RECONCILIATIONS AND
POSTINGS AND EDMUNDS USE MAINTENANCE.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$6,000.00

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: _____

DATE: 10/31/2022

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations						
Description of this Month's Service	OCTOBER 2022 Billings					
	Engagement Team Member	Level	Hours	Rate	Total	
Monthly Financial Consulting, Audit Assistance, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -	
	John Zim	Director	0	\$ 175.00	\$ -	
	Anthony Mannino	Director	40	\$ 175.00	\$ 7,000.00	
	Christopher Schweitzer	Superior	0	\$ 150.00	\$ -	
	Total Billing Amount				\$ 7,000.00	
	Monthly Discount to Fixed Fee Contract				\$ (1,000.00)	
	Final Monthly Billing Amount				\$ 6,000.00	

NO. 497977

DESCRIPTION		AMOUNT
PO: 22001624 DESC: OCTOBER 2022 BILLINGS INV: 54342 AMT: 6,000.00		6,000.00
VENDOR HOLMAN, FRENIA, ALLISON, P.C.		CHECK DATE 11/23/22
		CHECK AMOUNT 6,000.00

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NO. 497977

CHECK AMOUNT
\$*****6,000.00

Mary E. Lynch

ADMINISTRATOR

№ 497977 № 1: 221 27 23031: 986303 20411

HAZLET TOWNSHIP
1766 UNION AVENUE
P.O. BOX 371
HAZLET, NJ 07730
Phone: (732)264-1700

SHIP TO

HAZLET TOWNSHIP
FINANCE DEPARTMENT
1766 UNION AVE
HAZLET, NJ 07730

VENDOR

Vendor #: HOLMA005

HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701 USA

Purchase Order

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKING LISTS, CORRESPONDENCE, ETC.

NO. 22001814

ORDER DATE: 12/15/22
DELIVERY DATE:
STATE CONTRACT:
F.O.B. TERMS:
VENDOR ACCT NUM:
VENDOR PHONE #: (732)797-1333
VENDOR FAX #:
REQUISITION #: R2201636

PAYMENT RECORD

CHECK NO.

498149

DATE PAID

JAN 04 2023

NOTICE: TAX EXEMPT - TAX ID: 21-6001050

TAX EXEMPT UNDER PROVISIONS OF N.J.
SALES
AND USE TAX ACT (CHAPTER 30, LAW OF
1988)

THIS PURCHASE IS EXEMPT BY STATUTE FROM PAYMENT OF ALL FEDERAL, STATE AND
MUNICIPAL EXCISE, SALES OR OTHER TAXES

QUANTITY	DESCRIPTION	ACCOUNT NO	UNIT PRICE	TOTAL
1.00	MONTHLY BILLING - DEC 2022	2-01-20-0130-00228	6,000.0000	6,000.00
			TOTAL	6,000.00

CLAIMANT'S CERTIFICATION & DECLARATION

I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

See attached

VENDOR SIGN HERE

OFFICIAL POSITION

DATE

TAX ID NO. OR SOCIAL SECURITY NO.

NOTICE TO VENDOR

NO CHANGE CAN BE MADE IN ANY PROVISION OF THIS PURCHASE ORDER WITHOUT THE WRITTEN NOTICE TO THAT EFFECT ISSUED BY THE TOWNSHIP. SUBSTITUTIONS MUST NOT BE MADE IF UNABLE TO FILL ORDERS EXACTLY IN ACCORDANCE WITH QUANTITY, DESCRIPTION, AND PRICE NOTIFY THE TOWNSHIP IMMEDIATELY.

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CERTIFICATION OF FUNDS

I hereby certify the funds are available and encumbered.

FINANCIAL DEPARTMENT

DATE

RECEIVING CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

RECEIVING/DEPT. HEAD SIGNATURE

DATE

APPROVAL FOR PAYMENT

Famie Stern

Qualified Purchasing Agent



1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701 • Tel: 732.797.1333
194 East Bergen Place, Red Bank, NJ 07701 • Tel: 732.747.0010
1415 Hooper Avenue, Suite 305, Unit A, Toms River, NJ 08753 • By Appointment Only
www.hfacpas.com

HAZLET, TOWNSHIP OF
1766 UNION AVENUE
HAZLET, NJ 07730

Date: 11/30/2022
Invoice Number: 54542
Client: 60027.

Holma 005 2-01-20-0130-00228

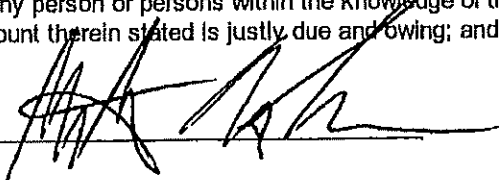
BILLING FOR MONTHLY FINANCIAL CONSULTING, AUDIT ASSISTANCE, BUDGET PREPERATION, AND
RELATED GL & BANK RECONCILIATIONS.

***** PLEASE SEE ATTACHED FOR DETAILED BREAKDOWN OF HOURS. *****

Please Remit: \$6,000.00

VENDOR'S CERTIFICATION AND DECLARATION

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.

SIGNATURE: 

DATE: 11/30/2022

POSITION: PARTNER

For your convenience credit card payments and ACH bank transfers can be made online at

www.hfacpas.com/pay-now

Cash & check payments will still be accepted.

Please remit to HFA, 1985 Cedar Bridge Ave. Ste 3, Lakewood, NJ 08701

Questions? Contact us at 732-797-1333

Hazlet Township - Finance Operations

Description of this Month's Service	NOVEMBER 2022 Billings				
	Engagement Team Member	Level	Hours	Rate	Total
Monthly Financial Consulting, Audit Assistance, Budget Preparation, and Related GL & Bank Reconciliations	Matt Holman	Senior Partner	0	\$ 200.00	\$ -
	Anthony Mannino	Director	40	\$ 175.00	\$ 7,000.00
	Christopher Clinton	Supervisor	0	\$ 150.00	\$ -
	Total Billing Amount				\$ 7,000.00
	Monthly Discount to Fixed Fee Contract				\$ (1,000.00)
	Final Monthly Billing Amount				\$ 6,000.00

NO. 498149

DESCRIPTION		AMOUNT
PO: 22001814 DESC: MONTHLY BILLING - NOV 2022		6,000.00
INV: 54542	AMT: 6,000.00	
VENDOR:		CHECK DATE
HOLMAN, FRENIA, ALLISON, P.C.		01/04/23
		CHECK AMOUNT
		6,000.00

DETACH BEFORE DEPOSITING

THIS DOCUMENT HAS A COLORED BACKGROUND AND FLUORESCENT FIBERS • SEE ADDITIONAL SECURITY FEATURES ON REVERSE SIDE • MISSING A FEATURE INDICATES A COPY

THE PROVIDENT BANK
830 BERGEN AVENUE
JERSEY CITY, NJ 07308
55-7230/2212

NO. 498149

DATE ISSUED
01/04/23

CHECK NO.
498149

CHECK AMOUNT
\$*****6,000.00

Six Thousand AND 00/100 Dollars

TO THE ORDER OF:
HOLMAN, FRENIA, ALLISON, P.C.
1985 CEDAR BRIDGE AVENUE
SUITE 3
LAKEWOOD, NJ 08701
USA

TOWNSHIP CLERK

ADMINISTRATOR

④498449④ 1221272303④ 986303204④