

# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Pittman  
 Control No.: Res. No 2015-45 Invoice No.: 2016-230  
 Invoice Date: 6/20/16 Payment Amount: \$ 5,000.00  
 Project Supervisor/Responsible Official: Anneela Jenkins / Deylene Hatcher

	Reviewed/Approved by
<input type="checkbox"/> Project "scope of work and deliverables" reviewed ?	DH
<input type="checkbox"/> Payment support documentation appropriate based on work scope ?	DH
<input type="checkbox"/> Deliverables due with this invoice have been received ?	DH
<input type="checkbox"/> If final payment, have all deliverables been received ?	
<input type="checkbox"/> Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	DH
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	DH
<input type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	
<input type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	SH

The invoice and supporting documentation have been reviewed and it is approved for payment.

\_\_\_\_\_  
 Approving Authority Date: \_\_\_\_\_

Payment approved by the Board of Commissioners by Motion No. 2015-45 or the Consent Agenda, at its meeting on 12-9-15. (If applicable)

PITTMAN LAW GROUP, P.L.  
 Wilhelmina Square  
 1028 East Park Avenue  
 Tallahassee, Florida 32301

# Invoice

Date	Invoice #
6/20/2016	2016-230

<b>Bill To</b>
Riviera Beach CRA Attn: Annetta Jenkins

Due Date	Due Upon Receipt
6/30/2016	

Item	Description	Amount
Professional Services	Governmental Consulting for July 2016	5,000.00
<p><b>RECEIVED</b>  <b>JUN 29 2016</b>            RIVIERA BEACH COMMUNITY            REDEVELOPMENT AGENCY</p>		
<b>Total</b>		\$5,000.00

[www.pittman-law.com](http://www.pittman-law.com)

Phone: 850.216.1002 Fax: 850.224.7477