

Richard Suls
computer consultant



INVOICE

Invoice Date: 06/18/2015

Due: 07/16/2015

461 Greenville Avenue
Johnston, RI 02919

The Institute for the Study & Practice of NonViolence

PJ Fox
265 Oxford Street
Providence, RI 02905-1838

Description	Time/Quantity	Rate (USD)	Tax	Total
› 5/6	3.5	\$90.00	No Tax	\$315.00
940a - 1105a (iip for all but 30min) - Granted Kevin admin access to pc 230p - 430p - (Phone w/ qb until 515, only charging 15m extra). Printer setup and qb issues. (No charge Staples run).				
› HP Printer	1	\$160.00	No Tax	\$160.00
From Staples				
› 5/7	0.5	\$90.00	No Tax	\$45.00
Onsite: Fixed CFO/Kevin printer connection. (Waive 1 hour minimum).				
› 5/8	1	\$90.00	No Tax	\$90.00
Remote (IIP 0.25): Add two sponsors to website 0.75 - On phone with Intuit support and upload of updated file to website.				
› 5/7	0.5	\$90.00	No Tax	\$45.00
1pm - Onsite: Fix printer issue for Kevin and PJ. (waived 1hr minimum).				
› 5/8	0.5	\$90.00	No Tax	\$45.00
Remote: Connect to Kevin's computer and upload Quickbooks file to Intuit for repair.				
› 5/12	1	\$90.00	No Tax	\$90.00

Description	Time/Quantity	Rate (USD)	Tax	Total
CFO Printer, Quickbooks Restore and test, Wifi dropping on PJs laptop (tried reconfiguring drivers).				
› 5/13	5	\$90.00	No Tax	\$450.00
(90% IIP) - created final auction signs. Removed bullet points from IIP webpage. Drafted email for final appeal pre-IIP. Created graphic for email.				
› 5/14	0.75	\$90.00	No Tax	\$67.50
IIP: Remote: Setup, tested, altered, tested and scheduled This is the Day! email for IIP per Teny.				
› 5/15	1.5	\$90.00	No Tax	\$135.00
.5 IIP / .5 not IIP Iip auction prints. iPhone fix PJ/ray				
› 5/21	4.5	\$90.00	No Tax	\$405.00
10a-430p. Konnex conference phone. (3/4 iip). Mail merge Printer setup (Toshiba went down) -2 hrs (other client and food)				
› 5/27	5	\$90.00	No Tax	\$450.00
945-330. (2hrs Iip) - sponsor and donor mail merge/print (teach Tomeka) Tenys iphone needed clean up Tenys Mac needed permissions repair Setup pj printer for Juan, Kristen Discussion on new monthly reports -45min client call				
Subtotal:				\$2,297.50
Total:				\$2,297.50
Due: 07/16/2015				