



TOWN OF DOVER
 126 EAST DUNCAN HILL ROAD
 DOVER PLAINS, NY 12522
 Phone: (845)832-6111
 Fax: (845)832-3188

Purchase Order

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

NO. 19-00179

SHIP TO

ORDER DATE: 02/19/19
 DELIVERY DATE: 02/19/19
 STATE CONTRACT:
 F.O.B. TERMS: Destination
 PURCHASE TYPE:
 REQUISITION NO:

VENDOR Vendor #: ICLEI001

ICLEI
 LOCAL GOVT FOR SUSTAINABILITY
 1536 WYNKOOP STREET, STE 901
 DENVER, CO 80202

PAYMENT RECORD

Check No. 10324 Date Paid FEB 27 2019

VENDOR PHONE #: (202)800-0301
 VENDOR FAX #:

Bills are approved at the town board meeting on the last Wednesday of each month and must be rendered no later than the Wednesday preceding the meeting.

NOTICE: TAX EXEMPT - TAX ID: 14-6002160

QUANTITY	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL
1.00	2019 DUES ICLEI -CLIMATE SMART	A -1920-4-400 Municipal Assoc Dues - Contractual	600.0000	600.00
			TOTAL	=====
				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

OFFICER'S 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.

 DEPARTMENT HEAD DATE

Julia French 2-20-19

 SUPERVISOR (IF APPLICABLE) DATE

TOWN BOARD REVIEW OF PURCHASE

AA 2-27-19

 TOWN BOARD MEMBER

Alfred 2-28-19

 TOWN BOARD MEMBER

**TOWN OF DOVER, NY
PURCHASE ORDER REQUEST FORM**

ACCOUNT TO BE CHARGED	VENDOR	ITEM(S)	QTY	UNIT PRICE	TOTAL PRICE
1920.4 4090.4	ICELI 1536 Wynkoop Street #901 Denver, CO 80202	2019 Membership dues for Climate Smart Communities certification	1	\$ 600.00	600.00 \$60.00-
EMERGENCY:	YES	NO X		TOTAL	\$600.00

Note that per the adopted Purchasing Policy,

“Emergency Situation: An emergency exists wherein the delay caused by soliciting quotes would endanger the health, welfare or property of the municipality, or more important the individual tax payer, then the procurement of goods and services will be at the discretion of the Purchaser with documentation as to the nature of the emergency. Accordingly, there are three basic statutory criteria to be met in order to fall within this exception: (1) the situation must arise out of an accident or unforeseen occurrence or condition; (2) the circumstances must affect public buildings, public property or the life, health, safety or property of the political subdivision’s residents; and (3) the situation must require immediate action which cannot await competitive bidding.”

Think Green, Read the Screen

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1536 Wynkoop Street #901
 Denver, CO 80202
 202-800-0301
 kale.roberts@iclei.org
 www.icleiusa.org

INVOICE

BILL TO
126 East Duncan Hill Road Dover, NY 12522

INVOICE #	DATE	TOTAL DUE	DUE DATE	ENCLOSED
1345	11/24/2018	\$600.00	03/31/2019	

MEMBER PERIOD

04/01/2019-03/30/2020

DESCRIPTION	ITEM	AMOUNT
Annual Membership dues for population 50,000 and under	DUES - POP. UNDER 50,000	600.00

Choose your payment option above or send paper checks to:
 ICLEI - Local Governments for Sustainability, USA
 1536 Wynkoop St. Suite 901 Denver, CO 80202

BALANCE DUE

\$600.00

For questions, please contact Kale Roberts, Program Officer at kale.roberts@iclei.org or 845-464-3682. ICLEI Membership Services:

(toll-free) 1-855-504-8097 or iclei-usa@iclei.org

No refunds of membership fees shall be granted as a result of resignation