

Transactions List

December 16–31, 2017

Complete each of the following transactions in accordance with the seven-step process on pages 11–12 of the *Instructions, Flowcharts, and Ledgers* book (step 5). Remember the importance of the systems flowcharts on pages 18–24 for details as to (a) documents to prepare, (b) approvals and other internal control procedures, (c) accounting entries, and (d) filing. Also, remember from the requirements that some of the following events require the preparation or modification of systems documents and some do not. You are to perform the roles of Ray Kramer, Nancy Ford, and Jim Adams.

- Hints are provided in boxed areas like this.

December

Yes

- 18 Received *validated deposit receipt* (Doc. No. 11) from the bank for \$7,931.96 for deposit made December 14.

- Follow flowchart on page 21. No recording occurs at this time.
- *Cash receipts prelist* is Doc. No. 9.
- File Doc. No. 9 and Doc. No. 11 in the Temporary file tab.

Yes

- 18 Ordered the following inventory on account from Velocity Sporting Goods, using *purchase order No. 328* (Doc. No. 16).

Units	Description
120	Basketball pole pad
80	Basketball bag
30	Portable inflation pump
75	Trainer's first aid kit

Vendor address: 1285 Colgrove Ave., Pierre, SD 57501
 Freight carrier: Interstate Motor Freight
 Freight charges: Collect (i.e., paid by Waren Sports Supply)
 Allowances: None

- Follow flowchart on page 22.
- Use purchase order No. 325 (Doc. No. 16) as a guide.
- Use the price list (Doc. No. 3).
- No receiving or recording occurs at this point for this transaction.
- Tear document apart and file, following the flowchart guidance.

Yes

18 Borrowed \$60,000 from First American Bank and Trust by issuing a two-year *note payable* (Doc. No. 14) with a stated annual interest rate of 5%. *Check No. 545* (Doc. No. 8) for \$60,000 was received from the bank and deposited. Reviewed the terms and conditions of the note and signed it (Ray Kramer) as the borrower.

- Restrictively endorse means to write the following on the back of the check: "For deposit only. Waren Sports Supply."
- See flowchart, page 21, for recording and depositing.
- Detach the bottom portion of the check and file in the Shipping/Banking file tab.
- File the note in the Shipping/Banking file tab.

Yes

19 Received *customer purchase order No. 37225* (Doc. No. 4) in the mail from University of Southern Iowa (USI), approved their credit and shipped the goods. All goods ordered were shipped, except that only 56 shoulder pad sets were available for shipment.

Carrier & number: Allied Trucking; Carrier number 2154
Freight charges: FOB shipping point; Billed to buyer (i.e., paid by USI)
Route: Express
Truck & driver: Truck 2961XZ, John Arens
Freight rate: \$19.00 per 100 lbs.
Shipment: 3 cartons/goal and rim sets @ 40 lbs./carton
5 cartons/backboards @ 150 lbs./carton
7 cartons/shoulder pad sets @ 25 lbs./carton
10 cartons/football helmets @ 16 lbs./carton

- See flowchart, pages 18 and 19; follow all steps carefully.
- You will use several documents and record an entry in the sales journal and the accounts receivable subsidiary ledger for this transaction.
- For guidance in preparing the bill of lading, see pages 35-36 of the Reference book.

Yes

20 Received *sales return request No. R8034* (Doc. No. 12) in the mail from Eastern Wisconsin University (EWU). The request was approved and the acknowledgment copy mailed to EWU.

- Follow the flowchart steps on page 20.

December

- No** 20 Increased employee pay rates, and employees changed their federal income tax withholding amounts, both effective December 16. There were no changes in filing status or withholding allowances.

	New Pay Rate	New Federal Income Tax Withholding Amt.
Ray Kramer	\$3,700.00 semimonthly	\$415.00
Jim Adams	\$22.50 per hour	\$233.00
Nancy Ford	\$18.20 per hour	\$ 74.00

• No accounting entries are necessary, but you must update the pay rate history information in the Employee Earnings Subsidiary Ledger.

- Yes** 22 Received merchandise from Velocity Sporting Goods as listed on *purchase order No. 328*. All merchandise listed on the *purchase order* was delivered in good condition and in the quantities ordered, except that only 76 basketball pole pads (Item No. BB-019) were received. The goods were placed immediately in the inventory warehouse.

Freight carrier: Interstate Motor Freight
 Freight bill: No. 26425 (Doc. No. 19), received with shipment

• Remember to follow the flowchart on page 22. You can't record a purchase yet because the invoice hasn't been received.

- Yes** 22 Received *check No. 28564* (Doc. No. 8) from Branch College for payment in full for *charge invoice No. 730*, and deposited the *check*.

- No** 22 Received legal notification from Benson, Rosenbrook, and Martinson, P.C., attorneys at law, that Stevenson College had filed bankruptcy and will be unable to pay any of its outstanding debts to its suppliers. Write off the account as a bad debt.

• Remember that Waren Sports Supply uses the "Allowance" method rather than "Direct write-off" for accounting for bad debts.

- Yes** 26 Received all goods that Waren had authorized Eastern Wisconsin University (EWU) to return on EWU's *return request No. R8034* for credit against their account balance.

• Process and record the sales return now.

- Yes** 26 Received *check No. 49326* (Doc. No. 8) for \$10,000 from Eastern Wisconsin University in *partial* payment of the remaining amount (after sales return) on *charge invoice No. 729*, and deposited the *check*.

• Do not finalize a *deposit slip* until you determine whether there are other cash receipts on the same day.

December

Yes 26 Received *vendor invoice No. 34719* (Doc. No. 18) from Velocity Sporting Goods for goods ordered December 18 and received December 22.

- Follow the flowchart steps on page 22.
- Upon receiving the invoice, you can now record the purchase using the date on which Waren incurred the liability for the goods, December 22.

Yes 26 Issued *check* (Doc. No. 20) to Interstate Motor Freight for the amount of the *freight bill* (Doc. No. 19) for the Velocity Sporting Goods shipment received December 22.

- Follow the flowchart steps on page 23.

Yes 26 Received *check No. 65891* (Doc. No. 8) for \$7,855 and *customer purchase order No. D9794* (Doc. No. 4) in the mail from Andrews College for a cash sale. All goods ordered were shipped and the cash sale was processed and recorded.

Carrier & number: Interstate Motor Freight; Carrier number 62XY404
Freight charges: Collect (i.e., paid by Andrews College)
Route: Direct
Truck & driver: Truck 64, Brian Ward
Freight rate: \$19.00 per 100 lbs.
Shipment: 5 cartons/basketballs @ 35 lbs./carton
2 cartons/hip, tail, arm pad sets @ 7 lbs./carton
4 cartons/footballs @ 19 lbs./carton

- Start with the flowchart on page 21.

Yes 26 Received office supplies from Chicago Office Supply as listed on *purchase order No. 327* (Doc. No. 16), a copy of which is being held in accounting. Chicago Office Supply's *vendor invoice No. 2378* (Doc. No. 18) was received with the goods. All supplies ordered were received in good condition and taken directly to the office, but the invoice was not paid.

Yes 28 Issued *check* (Doc. No. 20) to Velocity Sporting Goods for payment in full of their *invoice No. 34719* for goods received December 22.

- Consider the credit terms before making the payment.

Yes 29 Printed and reviewed payroll *time record reports* (Doc. No. 21) for Ford and Adams for the time period ended December 31 and prepared the payroll for all three employees, including paychecks.

- Paychecks are considered "Mailed/Given to Outsiders."
- *Time record reports* are filed in the "Accounting" file tab.
- Recall that federal income tax withholding amounts were listed earlier with employee pay rate increases.

December

- Yes** 29 Received the 11-inch tablets ordered on Waren's *purchase order No. 325* (Doc. No. 16) and *vendor invoice No. 2423* (Doc. No. 18) from Chicago Office Supply. The tablets were received in new and undamaged condition and taken directly to the office. The estimated useful life is 5 years with no salvage value.
- Yes** 29 Received *vendor invoice No. 72654* (Doc. No. 18) from University Athletic News for advertisements Waren ran during the Christmas season and immediately issued a *check* (Doc. No. 20) for payment in full.

- Purchase orders are not issued for services that Waren purchases.

MONTH-END PROCEDURES - After you have recorded all the transactions, go to page 12 of the *Instructions, Flowcharts, and Ledgers* book and complete all the month-end procedures. An additional month-end requirement for this project is:

- Yes** Monthly Statement - Prepare a *monthly statement* (Doc. No. 15) for Eastern Wisconsin University.

YEAR-END PROCEDURES - After completing all the month-end procedures, go to page 14 of the *Instructions, Flowcharts, and Ledgers* book and complete all the year-end procedures. Additional information for the year-end procedures is:

- No** Ending Inventory - A physical inventory was taken 1/1/18, before business began for the new year. Merchandise on hand cost \$191,967.00.
- No** Bad Debt Expense - The expense for bad debts is estimated at the end of the year as one-fifth of one percent (0.002) of net sales.
- No** Marketable Securities - At December 31, 2017, the market value of marketable securities held by Waren approximated the cost of the securities.

The project is now complete. Good work! Review your materials to make certain everything is finalized. Complete the filing of documents, records, and working papers using the file tabs and the envelope in which the *Aid* is packaged. File all materials as indicated in the flowcharts.

**WAREN SPORTS SUPPLY
CHART OF GENERAL LEDGER ACCOUNTS**

CATEGORY	ACCOUNT NUMBER	ACCOUNT	
ASSETS	10100	Cash	
	10200	Accounts receivable	
	10300	Allowance for doubtful accounts	
	10400	Inventory	
	10500	Prepaid expenses	
	10600	Marketable securities	
	10700	Interest receivable	
	10800	Fixed assets	
	10900	Accumulated depreciation	
	11000	Notes receivable	
LIABILITIES	20100	Accounts payable	
	20200	Wages and salaries payable	
	20300	Federal income taxes withheld	
	20400	State unemployment taxes payable	
	20500	Federal unemployment taxes payable	
	20600	FICA taxes payable	
	20700	Federal income taxes payable	
	20800	Dividends payable	
	20900	Interest payable	
	21000	Notes payable	
EQUITIES	26000	Common stock	
	27000	Paid-in capital in excess of par	
	28000	Income summary	
	29000	Retained earnings	
INCOME STATEMENT	30100	Sales	
	30200	Sales returns and allowances	
	30300	Sales discounts taken	
	30400	Cost of goods sold	
	<i>(Gross profit)</i>	30500	Purchases
		30600	Purchases returns and allowances
		30700	Purchases discounts taken
		30800	Freight-in
		30900	Gain/loss on sale of fixed assets
	<i>(Other revenues)</i>	31000	Gain/loss on sale of marketable securities
	31100	Interest/dividend income	
	31200	Miscellaneous revenue	
<i>(Operating expenses)</i>	40100	Rent expense	
	40200	Advertising expense	
	40300	Office supplies expense	
	40400	Depreciation expense	
	40500	Wages and salaries expense	
	40600	Payroll tax expense	
	40700	Federal income tax expense	
	40800	Interest expense	
	40900	Bad debt expense	
	41000	Other operating expense	

PRICE LISTS
CURRENT AS OF DECEMBER 1, 2017

VELOCITY SPORTING GOODS

Item No.	Description	Cost	Selling Price
Baseball items:			
BA-054	Premium aluminum bat	\$ 139.00	\$ 209.00
BA-158	Baseballs – 12 game balls	42.00	63.00
BA-199	Fielding glove	46.00	66.00
BA-281	60 lb. dry line marker	65.00	103.00
BA-445	Catcher's mask	48.00	69.00
BA-507	Baseball equipment bag	27.00	39.00
BA-667	Ball bucket with seat – set of 3	23.00	33.00
BA-694	Batting gloves – 1 pair	24.00	34.00
BA-807	Pitching machine	164.00	245.00
BA-859	Set of bases	111.00	172.00
Basketball items:			
BB-008	Basketball	25.00	35.00
BB-019	Basketball pole pad	94.00	135.00
BB-113	Scoreboard and timer	258.00	400.00
BB-267	Goal and rim set	95.00	142.00
BB-358	Backboard	83.00	117.00
BB-399	Basketball net	10.00	16.00
BB-431	Whistle and lanyard – set of 6	25.00	38.00
BB-538	Basketball bag	26.00	40.00
BB-688	Portable inflation pump	69.00	107.00
BB-926	Trainer's first aid kit	30.00	42.00
Football items:			
FB-027	Shoulder pad set	89.00	127.00
FB-091	Hip, tail, arm pad set	39.00	58.00
FB-225	Football helmet	55.00	87.00
FB-344	Football	21.00	29.00
FB-513	Portable storage locker	135.00	210.00
FB-573	Kicking tees – set of 6	16.00	24.00
FB-650	Football post pad	96.00	147.00
FB-812	Collapsible cones – set of 8	27.00	39.00
FB-874	Sideline repair kit	83.00	124.00
FB-952	Portable hand warmer	26.00	37.00

CHICAGO OFFICE SUPPLY

Item No.	Description	Cost
4126	Laser printer toner cartridge	\$ 124.75
4733	Copier paper – box	39.95
5207	Manila file folders – box of 50	12.50
8509	Flash drive – 16GB	19.25
5302	Invoice forms – 100	16.50
6211	Legal pad – box of 12	7.95
6218	Correction tape – box of 6	13.25
2342	Black ink pens – box of 12	12.75
6277	Pencils – box of 24	2.25
7246	Business envelopes – box of 1000	19.50
11477	11-inch tablet	\$ 349.00
12480	LCD monitor	195.00
15321	146 GB rack server	6,950.00

Approved By
Ray Kramer

SHIP TO:

UNIVERSITY OF SOUTHERN IOWA
1231 S. CEDAR
DUBUQUE, IA 52003

BILL TO:

UNIVERSITY OF SOUTHERN IOWA
1231 S. CEDAR
DUBUQUE, IA 52003



PURCHASE ORDER

Document No. 4

P.O. DATE 12-15-17

PAGE 1 OF 1

DATE NEEDED BY JAN 2

ACCT. NO.

ACTION DATE

TERMS 2/10, NET 30

TO:
WARREN SPORTS SUPPLY
1978 Michigan Avenue
Chicago, Illinois 60612

PLEASE INFORM US IMMEDIATELY IF UNABLE TO FILL ORDER NOW STOCK STATUS VITAL.

IMPORTANT: STATEMENTS AND INVOICES MUST BE BILLED ONLY TO THE ACCOUNT NAME AS IT APPEARS ON THIS ORDER.
YOUR INVOICES, PACKAGES, AND CORRESPONDENCE MUST SHOW PURCHASE ORDER NUMBER.
PURCHASE ORDER NO. 37225

QUANTITY	PRODUCT NUMBER	DESCRIPTION	VOL.	RETAIL	DEPT.	LINE
30	BB-267	Goal and rim set			BR	1
25	BB-358	Backboard			BR	2
65	FB-027	Shoulder pad set			BR	3
50	FB-225	Football helmet			BR	4
						5
						6
						7
						8
						9



PHONE: (563) 343-3000
FAX: (563) 343-3111
SAN # 100-25874

THESE ITEMS FOR RESALE - PLEASE ALLOW MAXIMUM DISCOUNT.

UNIVERSITY OF SOUTHERN IOWA IS AN AFFIRMATIVE ACTION/TITLE IX/SECTION 509 EMPLOYER.

IMPORTANT INSTRUCTIONS & TERMS OF THIS PURCHASE ORDER

- DISREGARD ALL INFO. IN SHADED BLOCKS — THIS INFO. FOR OUR USE ONLY.
- ENCLOSE INVOICE COPY OR PACKING LIST IN ALL SHIPMENTS.
- COMPLETE OR PARTIAL SHIPMENTS WILL BE ACCEPTED. PLACE SHORTS ON BACK ORDER AND NOTIFY STORE IMMEDIATELY OF ANTICIPATED IN-STOCK DATE. PURCHASER RESERVES THE RIGHT TO CANCEL UNFILLED ITEMS AT ANY TIME PRIOR TO RECEIPT BY NOTIFYING VENDOR.
- WE DO NOT PAY HANDLING OR C.O.D. CHARGES.
- DO NOT INSURE AT OUR EXPENSE. RISK OF LOSS OR DAMAGE TO GOODS PRIOR TO TIME OF ACCEPTANCE BY PURCHASER IS UPON THE VENDOR.

SHIPPING INSTRUCTIONS - PLEASE READ CAREFULLY

- SPECIAL HANDLING
- MOTOR FREIGHT - VENDOR'S CHOICE
- MOTOR FREIGHT VIA *Allied Trucking (paid by USI)*
- OTHER
- UPS
- UPS, BLUE LABEL

VENDOR COPY

BUYER *John Hodgins*



ANDREWS COLLEGE

2007 W. Grand River • Berkley, MI 48072

PURCHASE ORDER

Document No. 4

No. **D9794**

This number must appear on all invoices, packages, & correspondence

Date 12/22/17

THESE ITEMS ARE FOR RESALE CERT. NO. UB-321-123

Bill To: **SAN**

101-5598

Ship To: **SAN**

101-5598

ANDREWS COLLEGE
2007 W. GRAND RIVER
BERKLEY, MI 48072

ANDREWS COLLEGE
2007 W. GRAND RIVER
BERKLEY, MI 48072

Vendor:

WAREN SPORTS SUPPLY
1978 Michigan Avenue
Chicago, Illinois 60612

SHIPPING INSTRUCTIONS

Ship: (**XX**) At once () Other _____
Via: MOTOR FREIGHT (COLLECT)

Cancel if not shipped by: () 30 days; () 60 days;
() 90 days; () Other NOTIFY IF DELAYED

Do insure Do not insure

Please furnish 1 invoice copies

If this order requires clarification contact: **TINA HAWKINS 248-555-6200**

PURCHASE FOR

Cash-Payment attached Check No. 65891 Amount \$7,855.00
 On Account Customer Acct. No. _____ By: TH

PRODUCT NUMBER	QUANTITY	DESCRIPTION
BB-008	125	Basketball
FB-091	20	Hip, tail, arm pad set
FB-344	80	Football



Nondiscrimination—In accordance with Executive Order 11246 as amended and Purchasers Equal Opportunity Policy and Affirmative Action Program, W.A.C. 172-148, Vendor agrees not to discriminate against any client, employee or applicant for services because of race, creed, color, national origin, sex or age with regard to, but not limited to, the following: Employment upgrading, demotion or transfer, recruitment or recruitment advertising, layoffs or terminations; rates of pay or other forms of compensation; selection for training. It is further understood that any Vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase order from Purchaser, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.

DELIVER THE ARTICLES ORDERED ABOVE IN ACCORDANCE WITH THE FOLLOWING

- Liens: Vendor, by accepting this purchase order, warrants and represents that the goods, wares or merchandise ordered herein are free and clear from all claims and liens of whatsoever nature.
- SHIPPING INSTRUCTIONS:** Unless otherwise specified, please ship prepaid via cheapest common carrier. We cannot accept C.O.D. shipments.
- We reserve the right to cancel any unshipped portion of this order. Time of delivery is part of the essence of this contract and the order is subject to cancellation for failure to deliver on time.
- No alteration in any of the terms, conditions, delivery, price, quality, quantities or specification of this order will be effective without prior consent.
- Show order numbers on all invoices, packages, shipping documents, and any correspondence.

By Jennifer Leverett Manager

VENDOR COPY

UNIFORM STRAIGHT BILL OF LADING – Domestic



Document No. 5

6890BR

Shipper No.

Carrier No.

Date

TO:

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

Consignee

Street

City/State

Zip Code

(Name of Carrier)

Route:			Vehicle Number		
No. Shipping Units	Kind of Packaging, Description of Articles, Special Marks and Exceptions	Weight (Subject to Correction)	Rate	CHARGES (for Carrier use only)	

REMIT C.O.D. TO: ADDRESS Note — Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property. The agreed or declared value of the property is hereby specifically stated by the shipper to be not exceeding. \$ _____ per _____	COD AMT: \$ _____ Subject to Section 7 of the conditions, if this shipment is to be delivered to the consignee without recourse on the consignor, the consignor shall sign the following statement: The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges. _____ (Signature of Consignor)	C.O.D. FEE: PREPAID <input type="checkbox"/> \$ _____ COLLECT <input type="checkbox"/> \$ _____ Total Charges \$ FREIGHT CHARGES Check Appropriate Box: <input type="checkbox"/> Freight prepaid <input type="checkbox"/> Collect <input type="checkbox"/> Bill to Shipper
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Received subject to the classifications and tariffs in effect on the date of the issue of this Bill of Lading, the property described above in apparent good order, except as noted (contents and condition of contents of packages unknown), marked, consigned, and destined as indicated above which said carrier (the word carrier being understood throughout this contract as meaning any person or corporation in possession of the property under the contract) agrees to carry to its usual place of delivery at said destination, if on its route, otherwise to deliver to another carrier on the route to said destination. It is mutually agreed as to each carrier of all or any of, said property over all or any portion of said route to destination and as to each party at any time interested in all or any said property, that every service to be performed hereunder shall be to all the bill of lading terms and conditions in the governing classification on the date or shipment.

Shipper hereby certifies that he is familiar with all the bill of lading terms and conditions in the governing classification and the said terms and conditions are hereby agreed to by the shipper and accepted for himself and his assigns.

SHIPPER	Waren Sports Supply	CARRIER	
PER		PER	DATE

(This Bill of Lading is to be signed by the shipper and agent of the carrier issuing same.)
CONSIGNEE

UNIFORM STRAIGHT BILL OF LADING – Domestic



Document No. 5

6890BR

Shipper No.

Carrier No.

Date

TO:

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

Consignee

Street

City/State

Zip Code

(Name of Carrier)

Route:

Vehicle Number

No. Shipping Units	Kind of Packaging, Description of Articles, Special Marks and Exceptions	Weight (Subject to Correction)	Rate	CHARGES (for Carrier use only)

REMIT C.O.D. TO: ADDRESS

COD AMT: \$

C.O.D. FEE:
PREPAID \$
COLLECT

Note — Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property.
The agreed or declared value of the property is hereby specifically stated by the shipper to be not exceeding.

Subject to Section 7 of the conditions, if this shipment is to be delivered to the consignee without recourse on the consignor, the consignor shall sign the following statement:
The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.

Total Charges \$
FREIGHT CHARGES
Check Appropriate Box:
 Freight prepaid Collect
 Bill to Shipper

\$ _____ per _____

(Signature of Consignor)

Received subject to the classifications and tariffs in effect on the date of the issue of this Bill of Lading, the property described above in apparent good order, except as noted (contents and condition of contents of packages unknown), marked, consigned, and destined as indicated above which said carrier (the word carrier being understood throughout this contract as meaning any person or corporation in possession of the property under the contract) agrees to carry to its usual place of delivery at said destination, if on its route, otherwise to deliver to another carrier on the route to said destination. It is mutually agreed as to each carrier of all or any of, said property over all or any portion of said route to destination and as to each party at any time interested in all or any said property, that every service to be performed hereunder shall be to all the bill of lading terms and conditions in the governing classification on the date or shipment.
Shipper hereby certifies that he is familiar with all the bill of lading terms and conditions in the governing classification and the said terms and conditions are hereby agreed to by the shipper and accepted for himself and his assigns.

SHIPPER	Waren Sports Supply	CARRIER	
PER		PER	DATE

(This Bill of Lading is to be signed by the shipper and agent of the carrier issuing same.)

ACCOUNTING



6891BR

Shipper No.

Carrier No.

Date

TO:

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

Consignee

Street

City/State

Zip Code

(Name of Carrier)

Route:

Vehicle Number

No. Shipping Units	Kind of Packaging, Description of Articles, Special Marks and Exceptions	Weight (Subject to Correction)	Rate	CHARGES (for Carrier use only)

REMIT C.O.D. TO: ADDRESS

COD AMT: \$

C.O.D. FEE: PREPAID COLLECT \$

Note — Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property. The agreed or declared value of the property is hereby specifically stated by the shipper to be not exceeding \$ _____ per _____

Subject to Section 7 of the conditions, if this shipment is to be delivered to the consignee without recourse on the consignor, the consignor shall sign the following statement: The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges. _____ (Signature of Consignor)

Total Charges \$ **FREIGHT CHARGES** Check Appropriate Box: Freight prepaid Collect Bill to Shipper

Received subject to the classifications and tariffs in effect on the date of the issue of this Bill of Lading, the property described above in apparent good order, except as noted (contents and condition of contents of packages unknown), marked, consigned, and destined as indicated above which said carrier (the word carrier being understood throughout this contract as meaning any person or corporation in possession of the property under the contract) agrees to carry to its usual place of delivery at said destination, if on its route, otherwise to deliver to another carrier on the route to said destination. It is mutually agreed as to each carrier of all or any of, said property over all or any portion of said route to destination and as to each party at any time interested in all or any said property, that every service to be performed hereunder shall be to all the bill of lading terms and conditions in the governing classification on the date or shipment.

Shipper hereby certifies that he is familiar with all the bill of lading terms and conditions in the governing classification and the said terms and conditions are hereby agreed to by the shipper and accepted for himself and his assigns.

SHIPPER	Waren Sports Supply	CARRIER	
PER		PER	DATE

(This Bill of Lading is to be signed by the shipper and agent of the carrier issuing same.)

CONSIGNEE

UNIFORM STRAIGHT BILL OF LADING – Domestic



EST. 2002

Document No. 5

6891BR

Shipper No.

Carrier No.

Date

TO:

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

Consignee

Street

City/State Zip Code

(Name of Carrier)

Route:			Vehicle Number	
No. Shipping Units	Kind of Packaging, Description of Articles, Special Marks and Exceptions	Weight (Subject to Correction)	Rate	CHARGES (for Carrier use only)

REMIT C.O.D. TO: ADDRESS

COD AMT: \$

C.O.D. FEE: PREPAID COLLECT

Note — Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property.
The agreed or declared value of the property is hereby specifically stated by the shipper to be not exceeding
\$ _____ per _____

Subject to Section 7 of the conditions, if this shipment is to be delivered to the consignee without recourse on the consignor, the consignor shall sign the following statement:
The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.

(Signature of Consignor)

Total Charges \$
FREIGHT CHARGES
Check Appropriate Box:
 Freight prepaid Collect
 Bill to Shipper

Received subject to the classifications and tariffs in effect on the date of the issue of this Bill of Lading, the property described above in apparent good order, except as noted (contents and condition of contents of packages unknown), marked, consigned, and destined as indicated above which said carrier (the word carrier being understood throughout this contract as meaning any person or corporation in possession of the property under the contract) agrees to carry to its usual place of delivery at said destination, if on its route, otherwise to deliver to another carrier on the route to said destination. It is mutually agreed as to each carrier of all or any of, said property over all or any portion of said route to destination and as to each party at any time interested in all or any said property, that every service to be performed hereunder shall be to all the bill of lading terms and conditions in the governing classification on the date of shipment.

Shipper hereby certifies that he is familiar with all the bill of lading terms and conditions in the governing classification and the said terms and conditions are hereby agreed to by the shipper and accepted for himself and his assigns.

SHIPPER **Waren Sports Supply**

CARRIER

PER

PER DATE

(This Bill of Lading is to be signed by the shipper and agent of the carrier issuing same.)

ACCOUNTING

CHARGE SALE INVOICE



EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

INVOICE NO. **731**

SAMPLE

SOLD TO

FIRM NAME

ATTENTION OF

ADDRESS

CITY STATE ZIP

Invoice Date _____

Prepared By _____

Credit Terms _____

Customer Purchase Order _____

Shipment Date _____

Number _____

Shipped Via _____

Date _____

Bill of Lading No. _____

Signed By _____

BO
DO
NO
SO

BO = Back order – will be shipped shortly.
DO = Being shipped direct from factory.
NO = Not available – item no longer stocked.
SO = Similar item substituted.

QUANTITY ORDERED	PRODUCT NUMBER	DESCRIPTION	QUANTITY SHIPPED	UNIT PRICE	EXTENSION
CHARGE SALE					

IMPORTANT: ALL RETURNS MUST BE MADE WITHIN 10 DAYS AND ACCOMPANIED BY AN INVOICE COPY AND PACKED IN THE ORIGINAL CARTON.

TOTAL SALE	
CUSTOMER ACCT. NO.	
INVOICE VERIFIED BY	

CUSTOMER

CHARGE SALE INVOICE



INVOICE NO. 731

SAMPLE

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

S _____
O FIRM NAME _____
L _____
D ATTENTION OF _____
T _____
O ADDRESS _____

 CITY STATE ZIP

Invoice Date _____
 Prepared By _____
 Credit Terms _____

Customer Purchase Order Shipment Date _____
 Number _____ Shipped Via _____
 Date _____ Bill of Lading No. _____
 Signed By _____

BO
DO
NO
SO

BO = Back order – will be shipped shortly.
 DO = Being shipped direct from factory.
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 SO = Similar item substituted.

QUANTITY ORDERED	PRODUCT NUMBER	DESCRIPTION	QUANTITY SHIPPED	UNIT PRICE	EXTENSION

CHARGE SALE

IMPORTANT: ALL RETURNS MUST BE MADE WITHIN 10 DAYS AND ACCOMPANIED BY AN INVOICE COPY AND PACKED IN THE ORIGINAL CARTON.

TOTAL SALE _____
 CUSTOMER ACCT. NO. _____
 INVOICE VERIFIED BY _____

ACCOUNTING

CHARGE SALE INVOICE



EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

INVOICE NO. 731

SAMPLE

**S
O
L
D
T
O**

FIRM NAME

ATTENTION OF

ADDRESS

CITY STATE ZIP

Invoice Date _____

Prepared By _____

Credit Terms _____

Customer Purchase Order _____

Shipment Date _____

Number _____

Shipped Via _____

Date _____

Bill of Lading No. _____

Signed By _____

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SO

BO = Back order – will be shipped shortly.
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QUANTITY ORDERED	PRODUCT NUMBER	DESCRIPTION	QUANTITY SHIPPED	UNIT PRICE	EXTENSION
		CHARGE SALE			

IMPORTANT:

ALL RETURNS MUST BE MADE WITHIN 10 DAYS AND ACCOMPANIED BY AN INVOICE COPY AND PACKED IN THE ORIGINAL CARTON.

TOTAL SALE	
CUSTOMER ACCT. NO.	
INVOICE VERIFIED BY	

SHIPPING

CHARGE SALE INVOICE

WAREN SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

INVOICE NO. **731**

SAMPLE

S
O
L
D
T
O

FIRM NAME _____

ATTENTION OF _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

Invoice Date _____

Prepared By _____

Credit Terms _____

Customer Purchase Order
Number _____
Date _____
Signed By _____

Shipment Date _____
Shipped Via _____
Bill of Lading No. _____

BO
DO
NO
SO

BO = Back order – will be shipped shortly.
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NO = Not available – item no longer stocked.
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QUANTITY ORDERED	PRODUCT NUMBER	DESCRIPTION	QUANTITY SHIPPED	UNIT PRICE	EXTENSION

**CHARGE
SALE**

IMPORTANT: ALL RETURNS MUST BE MADE WITHIN 10 DAYS AND ACCOMPANIED BY AN INVOICE COPY AND PACKED IN THE ORIGINAL CARTON.

TOTAL SALE	
CUSTOMER ACCT. NO.	
INVOICE VERIFIED BY	

PACKING SLIP

CASH SALE INVOICE



EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

INVOICE NO. C-30

SAMPLE

**S
O
L
D
T
O**

FIRM NAME _____

ATTENTION OF _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

Invoice Date _____

Prepared By _____

Customer Purchase Order _____

Shipment Date _____

Number _____

Shipped Via _____

Date _____

Bill of Lading No. _____

Signed By _____

BO
DO
NO
SO

BO = Back order – will be shipped shortly.
DO = Being shipped direct from factory.
NO = Not available – item no longer stocked.
SO = Similar item substituted.

QUANTITY ORDERED	PRODUCT NUMBER	DESCRIPTION	QUANTITY SHIPPED	UNIT PRICE	EXTENSION
CASH SALE					

IMPORTANT: ALL RETURNS MUST BE MADE WITHIN 10 DAYS AND ACCOMPANIED BY AN INVOICE COPY AND PACKED IN THE ORIGINAL CARTON.

TOTAL SALE _____

CUSTOMER CHECK NO. _____

INVOICE VERIFIED BY _____

CUSTOMER

CASH SALE INVOICE



EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

INVOICE NO. **C-30**

SAMPLE

**S
O
L
D
T
O**

FIRM NAME _____

ATTENTION OF _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

Invoice Date _____

Prepared By _____

Customer Purchase Order
Number _____
Date _____
Signed By _____

Shipment Date _____
Shipped Via _____
Bill of Lading No. _____

**BO
DO
NO
SO**

BO = Back order - will be shipped shortly.
DO = Being shipped direct from factory.
NO = Not available - item no longer stocked.
SO = Similar item substituted.

QUANTITY ORDERED	PRODUCT NUMBER	DESCRIPTION	QUANTITY SHIPPED	UNIT PRICE	EXTENSION
<h1>CASH SALE</h1>					

IMPORTANT:

ALL RETURNS MUST BE MADE WITHIN 10 DAYS AND ACCOMPANIED BY AN INVOICE COPY AND PACKED IN THE ORIGINAL CARTON.

TOTAL SALE
CUSTOMER CHECK NO.
INVOICE VERIFIED BY

ACCOUNTING

CASH SALE INVOICE



EST 2002

1978 Michigan Avenue • Chicago, IL 60612
 312-349-0407

INVOICE NO. **C-30**

SAMPLE

**S
O
L
D
T
O**

 FIRM NAME

 ATTENTION OF

 ADDRESS

 CITY STATE ZIP

Invoice Date _____
 Prepared By _____

Customer Purchase Order _____ Shipment Date _____
 Number _____ Shipped Via _____
 Date _____ Bill of Lading No. _____
 Signed By _____

BO BO = Back order – will be shipped shortly.
DO DO = Being shipped direct from factory.
NO NO = Not available – item no longer stocked.
SO SO = Similar item substituted.

QUANTITY ORDERED	PRODUCT NUMBER	DESCRIPTION	QUANTITY SHIPPED	UNIT PRICE	EXTENSION
CASH SALE					

IMPORTANT:

ALL RETURNS MUST BE MADE WITHIN 10 DAYS AND ACCOMPANIED BY AN INVOICE COPY AND PACKED IN THE ORIGINAL CARTON.

TOTAL SALE	_____
CUSTOMER CHECK NO.	_____
INVOICE VERIFIED BY	_____

SHIPPING

CASH SALE INVOICE

WAREN
SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

INVOICE NO. **C-30**

SAMPLE

**S
O
L
D
T
O**

FIRM NAME

ATTENTION OF

ADDRESS

CITY STATE ZIP

Invoice Date _____

Prepared By _____

Customer Purchase Order _____ Shipment Date _____

Number _____ Shipped Via _____

Date _____ Bill of Lading No. _____

Signed By _____

**BO
DO
NO
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QUANTITY ORDERED	PRODUCT NUMBER	DESCRIPTION	QUANTITY SHIPPED	UNIT PRICE	EXTENSION
		CASH SALE			

IMPORTANT: ALL RETURNS MUST BE MADE WITHIN 10 DAYS AND ACCOMPANIED BY AN INVOICE COPY AND PACKED IN THE ORIGINAL CARTON.

TOTAL SALE	
CUSTOMER CHECK NO.	
INVOICE VERIFIED BY	

PACKING SLIP

WAREN SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

9-80/720

CURRENCY		
COIN		
TOTAL CHECKS		
TOTAL		

Checks and other items are received for deposit subject to the provisions of the Uniform Commercial Code or any applicable collection agreement.

DEPOSIT TICKET

DATE _____ 20_____
DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL



Chicago, Illinois 60603

– SAMPLE –



WAREN SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

9-80/720

CURRENCY		
COIN		
TOTAL CHECKS		
TOTAL		

Checks and other items are received for deposit subject to the provisions of the Uniform Commercial Code or any applicable collection agreement.

DEPOSIT TICKET

DATE _____ 20_____
DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL



Chicago, Illinois 60603

– SAMPLE –



WAREN SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

9-80/720

CURRENCY		
COIN		
TOTAL CHECKS		
TOTAL		

Checks and other items are received for deposit subject to the provisions of the Uniform Commercial Code or any applicable collection agreement.

DEPOSIT TICKET

DATE _____ 20_____
DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL



Chicago, Illinois 60603

– SAMPLE –





Chicago, Illinois 60603

DEPOSIT RECEIPT

Document No. 11

SAVINGS
 MORTGAGE
 INSTALLMENT LOAN
 COMMERCIAL LOAN

Checks and other items are received for deposit subject to the provisions of the Un form Commercial Code and the rules and regulations governing your account. Payments received may be returned uncredited if for improper amount or if loan has been accelerated.

12-18-17 AM N 11:34 \$7,931.96 DDA COM DEP
 000334 18 03/19346704
 MERIDIAN FABT 031046 5104 RC 3009

25032 (2/9X)

This is a receipt for your checking account deposit or other transaction, as indicated, at the office whose symbol or validation appears above. All transactions are subject to proof and verification. ALWAYS OBTAIN A VALIDATED RECEIPT. PLEASE SEE BELOW FOR AN EXPLANATION OF THIS RECEIPT

IF A FOUR LINE VALIDATION APPEARS, SEE BELOW:

FIRST LINE: TRANSACTION NO., BRANCH NO., TELLER I.D. NO., DATE
 SECOND LINE: BRANCH NAME, TIME OF TRANSACTION
 THIRD LINE: ACCOUNT NO., AMOUNT OF CASH INCLUDED IN TRANSACTION, IF APPLICABLE
 FOURTH LINE: TYPE OF TRANSACTION, AMOUNT OF TRANSACTION

IF A THREE LINE VALIDATION APPEARS, SEE BELOW:
 FIRST LINE: DATE, AMOUNT, TYPE OF TRANSACTION
 SECOND LINE: ACCOUNT NUMBER, DOCUMENT NUMBER
 THIRD LINE: TERMINAL LOCATION-BANK NAME, BRANCH NO., TERMINAL NO., TELLER, TRANSACTION NO.

IF SINGLE LINE VALIDATION APPEARS, SEE BELOW:

BANK IDENTIFICATION NO.	TRANS NO.	AMOUNT	TYPE	TLR I.D.	DATE	ACCOUNT NO.
800008	000	000.00	E	a	8008	00

= ALL THREE
 D DENOTE A
 A DEPOSIT
 WITHDRAWAL

- DD - CHECKING
- SV - SAVINGS
- IL - INSTALLMENT LOAN
- CL - COMMERCIAL LOAN
- ML - MORTGAGE LOAN
- XC - CHRISTMAS CLUB

REQUEST TO RETURN FROM

Eastern Wisconsin University
 14123 W. Saginaw
 Madison, Wisconsin 53702
 Phone (608) 349-4900

Document No. 12

VENDOR:

WAREN SPORTS SUPPLY
 1978 Michigan Avenue
 Chicago, Illinois 60612

All returns will be clean, in saleable condition, and shipped prepaid. A prompt reply will be greatly appreciated. Thank you for your cooperation.

Ret. Request No. **R8034**

Date of Request 12-19-17

RETURN CODES:

- A OVERSTOCK
- B DAMAGED
- C DEFECTIVE
- D WRONG PRODUCT BILLED & SHIPPED
- E CORRECT PRODUCT BILLED BUT WRONG PRODUCT SHIPPED
- F OTHER

- Cash Refund - Please
- Credit to Account - Please

Account No. 410
 Request by EGW

FOR CLARIFICATION CONTACT

Name Emily Webster
 Phone (608) 349-4900

DEPT.	QUAN. REQ.	PRODUCT NUMBER	DESCRIPTION	RETURN CODE	INVOICE NO.	INVOICE DATE	QUAN. RET.	LIST PRICE	COST OR DISC.	EXTENSION
	5	BB-019	Basketball pole pad	A	729	12-8-17				
	7	BB-113	Scoreboard and timer	A	729	12-8-17				
TOTAL										

Return Authorized by _____

Date _____

A
C
K
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T

WARREN SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

CREDIT MEMO

NO. 42

Document No. 13

CREDIT TO _____

DATE _____

CUSTOMER
ACCOUNT NO.

RETURN REQUEST NO.

INVOICE NO.

INVOICE DATE

RECEIVING REPORT NO.

ITEM NUMBER

DESCRIPTION

QUAN.

PRICE EACH

AMOUNT

ITEM NUMBER	DESCRIPTION	QUAN.	PRICE EACH	AMOUNT
TOTAL CREDIT				

Prepared By _____

You must present this copy
when applying to future
orders.

APPLY ON FUTURE ORDER ONLY
REFUND BY CHECK
CREDIT ACCOUNT

CUSTOMER



1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

CREDIT MEMO

NO. 42

Document No. 13

CREDIT TO _____

DATE _____

CUSTOMER ACCOUNT NO. _____

RECEIVING REPORT NO. _____

ACCOUNTING

RETURN REQUEST NO.	INVOICE NO.	DESCRIPTION	INVOICE DATE	QUAN.	PRICE EACH	AMOUNT	RECEIVING REPORT NO.
TOTAL CREDIT							

Prepared By _____

You must present this copy
when applying to future
orders.

APPLY ON FUTURE ORDER ONLY
REFUND BY CHECK
CREDIT ACCOUNT



1978 Michigan Avenue • Chicago, IL 60612
312-349-4407

Document No. 15

PAGE

Document No. 15

PAGE

STATEMENT

DATE

CUSTOMER NUMBER

**REMITTANCE
ADVICE**

DATE

CUSTOMER NUMBER

← PLEASE DETACH AND RETURN THE
STUB WITH YOUR REMITTANCE.

**TO: WARREN SPORTS SUPPLY
1978 MICHIGAN AVENUE
CHICAGO, IL 60612**

TERMS: 2/10, Net 30

CUSTOMER NAME AND ADDRESS

--

INVOICE NUMBER	DATE	AMOUNT DUE	AGE IN DAYS			INVOICE NUMBER	AMOUNT
			CURRENT	31 - 60	61 - 90		
TOTAL DUE		TOTAL CURRENT	TOTAL 31-60	TOTAL 61-90	TOTAL OVER 90	TOTAL DUE	

REVIEWED BY _____



Eastern Wisconsin University

14123 W. Saginaw • Madison, WI 53702



WATCHOVIA FEDERAL BANK
Sherman Avenue
Madison, Wisconsin 53702

CHECK DATE	CHECK NO.
12-22-17	49326

CHECK AMOUNT
\$10,000.00

MEMO
Invoice No. 729

PAY: Ten thousand and no/100 dollars

TO THE ORDER OF

WAREN SPORTS SUPPLY
1978 Michigan Avenue
Chicago, Illinois 60612

- SAMPLE -

James Jackson
AUTHORIZATION

⑈0000000000⑈ 00⑈0000⑈0⑈



**BRANCH
COLLEGE**

242 WEST HOLT ROAD
TRENTON, MO 64683



HOLT NATIONAL BANK
899 Holt Road • Trenton, MO 60613

CHECK DATE	CHECK NO.
12-20-17	28564

Pay: One thousand six hundred twenty-two and 88/100 dollars

PAY TO THE ORDER OF

WAREN SPORTS SUPPLY
1978 Michigan Avenue
Chicago, Illinois 60612

- SAMPLE -

CHECK AMOUNT
\$1,622.88

BRANCH COLLEGE

Sally Smith

For: Payment of invoice #730



Document No. 8



ANDREWS COLLEGE
2007 W. Grand River • Berkley, MI 48072


MICHIGAN FEDERAL CREDIT UNION
ONE PENINSULA DRIVE
BERKLEY, MI 48072

CHECK NO.

65891

PAY Seven thousand eight hundred fifty-five & no/100 dollars

DATE

12-22-17

AMOUNT

\$7,855.00

TO THE
ORDER
OF

WAREN SPORTS SUPPLY
1978 Michigan Avenue
Chicago, Illinois 60612

- SAMPLE -

MEMO:

Cash purchase, P.O. #D9794

Frank Hart

AUTHORIZED SIGNATURE



PROMISSORY NOTE, SECURED BY ACCOUNT



Chicago, Illinois 60603

This is an agreement between you and the bank concerning a loan the bank is making to you. Some of the terms of this agreement are stated below. **Additional terms of this agreement appear on the other side.**

Amount Financed \$ <u>60,000</u> This is the amount we are loaning you.	FINANCE CHARGE \$ <u>6,000/2</u> YRS. This is the dollar amount this loan will cost you.	ANNUAL PERCENTAGE RATE <u>5</u> % This is what your loan will cost as a yearly rate.	Total of Payments \$ <u>66,000</u> This is the total amount you will pay if you make all payments as scheduled.	NOTE NUMBER 6X-28941
--	---	---	--	--------------------------------

Itemization of Amount Financed: You have the right to request an itemization of the amount financed. Please write your initials here if you want an itemization:

Payment Schedule: Your payment schedule will be: X RK X

NUMBER OF PAYMENTS	AMOUNT OF PAYMENTS	WHEN PAYMENTS ARE DUE
1	3,000 INTEREST	DECEMBER 18, 2018
1	3,000 INTEREST	DECEMBER 18, 2019
1	60,000 PRINCIPAL	DECEMBER 18, 2019

Late Charge: If a payment is 20 days late, you will be charged a late charge equal to 1% of amount due

Prepayment: You may prepay this loan in full or in part without penalty. You are not entitled to a rebate of any loan processing fee.

Security: We will have a security interest as described below:

RIGHT TITLE AND INTEREST IN ACCOUNT NUMBER 000334 18 (CHECKING), ISSUED BY SAID BANK.

- Purchasing property with the proceeds of this loan also serving as collateral
- Collateral securing other loans with us may also secure this loan.

We will also have the right to set off any funds or other money we may owe you.

Other Charges: Filing Fees \$ NONE. Non-filing Insurance \$ NONE

Insurance: Credit life and credit disability insurance are not required. You may request them by initialing next to the type of insurance you want.

Credit life insurance: A term of months will cost \$ X

Credit disability insurance: A term of months will cost \$ X

Property insurance: You may obtain the insurance required by this agreement from anyone reasonably acceptable to us. If we provide it; A term of months will cost \$

More Information: Additional information about nonpayment, default, our right to require repayment in full before the scheduled date, prepayment rebates, security interests and other terms is on the other side of this agreement, and in the other contract documents, if any.

If a box "" is not checked, that term does not apply. An "e" indicates an estimate.

Itemization of Amount Financed (if requested)

The Amount Financed shown above includes:

\$ 60,000 we pay to you.
 + \$ we pay to:
 + \$ we credit to your account.
 + \$ we pay to public officials or government agencies.
 + \$ we pay to insurance companies.
 - \$ less our loan processing fee (if prepaid)
 = \$ 60,000 **AMOUNT FINANCED**

Owner's Agreement

Each person who signs below (the "owner") is an owner of an interest in some or all of the collateral described in the Security section above. The owner grants the bank a security interest in that collateral and all proceeds of, or additions to, that collateral to secure payment of all of the borrower's obligations under this Loan Agreement. Unless the owner has also signed the Guarantor's Agreement, the owner does not agree personally to pay any of the borrower's obligations under this agreement. **The owner agrees to all of the additional terms which appear in the "Other Terms of Owner's Agreement" section on the other side of this agreement.**

Signature: X NONE
 Name: _____
 Address: _____

Guarantor's Agreement

Each person who signs below (the "guarantor") unconditionally guarantees payment of all of the borrower's obligations under this Loan Agreement. If more than one person signs below, they are jointly and severally liable under this Guarantor's Agreement. **The guarantor agrees to all of the additional terms which appear in the "Other Terms of Guarantor's Agreement" section on the other side of this agreement.**

Signature: X NONE
 Name: _____
 Signature: X _____
 Name: _____
 Address: _____

Borrower's Agreement DECEMBER 18, 20 17

You promise to pay us the AMOUNT FINANCED and interest on the unpaid principal balance of this loan from time to time at an INTEREST RATE OF 5 % per year, according to the terms of this agreement. You also agree to pay us all other amounts which may become due under this agreement. If more than one person signs below, you are jointly, and severally liable under this agreement. You acknowledge that you have received a copy of this agreement with all blanks filled and that you have read and understand it. **You agree to all of the loan terms above and to all of the additional terms which appear on the other side of this agreement.**

Signature: X
 Name: FOR WAREN SPORTS SUPPLY
 Address: 1978 MICHIGAN AVENUE
CHICAGO, ILLINOIS 60612

Signature: X
 Name: _____
 Address: _____
 (if not same)

Acceptance—This agreement is accepted for the bank by:

Authorized Signature: Scott Armond

WAREN SPORTS SUPPLY

EST 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

Document No. 16

PURCHASE ORDER No. 325

THIS NUMBER MUST APPEAR ON ALL
CORRESPONDENCE INVOICES,
SHIPPING PAPERS AND PACKAGES.

D-U-N-S 622-7656

SEND INVOICE ONLY TO:

1978 MICHIGAN AVE., CHICAGO, IL 60612

VENDOR CHICAGO OFFICE SUPPLY
1411 E. MICHIGAN
CHICAGO, IL 60606

SHIP TO 1978 MICHIGAN AVE.
CHICAGO, IL 60612

DATE	DATE TO BE SHIPPED	SHIP VIA	C.O.D. TERMS	FREIGHT TERMS	ADV. ALLOWANCE	SPECIAL ALLOWANCE
12-04-17		YOUR TRUCK	NONE	NO CHRG.	NONE	NONE
ORDERED	PRODUCT NO.	DESCRIPTION			COST EACH	
10	11477	11-inch Tablet			\$349.00	

SAMPLE

PURCHASE CONDITIONS

- Supplier will be responsible for extra freight cost on partial shipment, unless prior permission is obtained.
- Please acknowledge this order.
- Please notify us immediately if you are unable to complete order by date specified.
- All items must be individually packed.
- Our purchase order no. must appear on all invoice packages & correspondence.

IF NOT SHIPPED BY _____, CANCEL ORDER.

Ray Kramer
PURCHASING AGENT

ACCOUNTING



1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

Document No. 16

PURCHASE ORDER
No. 327

SEND INVOICE ONLY TO:

1978 MICHIGAN AVE., CHICAGO, IL 60612

THIS NUMBER MUST APPEAR ON ALL
CORRESPONDENCE INVOICES,
SHIPPING PAPERS AND PACKAGES.

D-U-N-S 622-7656

VENDOR CHICAGO OFFICE SUPPLY
1411 E. MICHIGAN
CHICAGO, IL 60606

SHIP TO 1978 MICHIGAN AVE.
CHICAGO, IL 60612

DATE	DATE TO BE SHIPPED	SHIP VIA	C.O.D. TERMS	FREIGHT TERMS	ADV. ALLOWANCE	SPECIAL ALLOWANCE
12-13-17		YOUR TRUCK	NONE	NO CHRG.	NONE	NONE
ORDERED	PRODUCT NO.	DESCRIPTION		COST EACH		
2	4126	Laser printer toner cartridge		\$124.75		
8	8509	Flash drive - 16GB		19.25		
10	5302	Invoice forms - box of 100		16.50		

PURCHASE CONDITIONS

SAMPLE

- Supplier will be responsible for extra freight cost on partial shipment, unless prior permission is obtained.
- Please acknowledge this order.
- Please notify us immediately if you are unable to complete order by date specified.
- All items must be individually packed.
- Our purchase order no. must appear on all invoice packages & correspondence.

IF NOT SHIPPED BY _____, CANCEL ORDER.

Ray Kramer
PURCHASING AGENT

ACCOUNTING



EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

Document No. 16

PURCHASE ORDER
No. 328

SEND INVOICE ONLY TO:

1978 MICHIGAN AVE., CHICAGO, IL 60612

THIS NUMBER MUST APPEAR ON ALL
CORRESPONDENCE INVOICES,
SHIPPING PAPERS AND PACKAGES.

D-U-N-S 622-7656

VENDOR _____ SHIP TO _____

DATE	DATE TO BE SHIPPED	SHIP VIA	C.O.D. TERMS	FREIGHT TERMS	ADV. ALLOWANCE	SPECIAL ALLOWANCE
	ORDERED	PRODUCT NO.	DESCRIPTION		COST EACH	

PURCHASE CONDITIONS

SAMPLE

- 1. Supplier will be responsible for extra freight cost on partial shipment, unless prior permission is obtained.
- 2. Please acknowledge this order.
- 3. Please notify us immediately if you are unable to complete order by date specified.
- 4. All items must be individually packed.
- 5. Our purchase order no. must appear on all invoice packages & correspondence.

IF NOT SHIPPED BY _____, CANCEL ORDER. _____ PURCHASING AGENT

VENDOR COPY

WAREN SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

Document No. 16

PURCHASE ORDER No. 328

THIS NUMBER MUST APPEAR ON ALL
CORRESPONDENCE INVOICES,
SHIPPING PAPERS AND PACKAGES.

D-U-N-S 622-7656

SEND INVOICE ONLY TO:

1978 MICHIGAN AVE., CHICAGO, IL 60612

VENDOR _____ SHIP TO _____

DATE	DATE TO BE SHIPPED	SHIP VIA	C.O.D. TERMS	FREIGHT TERMS	ADV. ALLOWANCE	SPECIAL ALLOWANCE
	ORDERED	PRODUCT NO.	DESCRIPTION		COST EACH	

PURCHASE CONDITIONS

SAMPLE

- Supplier will be responsible for extra freight cost on partial shipment, unless prior permission is obtained.
- Please acknowledge this order.
- Please notify us immediately if you are unable to complete order by date specified.
- All items must be individually packed.
- Our purchase order no. must appear on all invoice packages & correspondence.**

IF NOT SHIPPED BY _____, CANCEL ORDER.

PURCHASING AGENT

ACCOUNTING

RECEIVING REPORT

Document No. 17



NO. 73

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

DATE	20	PURCHASE ORDER NO. OR RETURN REQUEST NO.
RECEIVED FROM		PREPAID
ADDRESS		COLLECT
FREIGHT CARRIER		FREIGHT BILL NO.

QUANTITY	ITEM NO.	DESCRIPTION
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

REMARKS: CONDITIONS, ETC.

RECEIVED BY	DELIVERED TO
-------------	--------------

BE SURE TO
MAKE THIS RECORD
ACCURATE AND COMPLETE

RECEIVING REPORT

Document No. 17



NO. 74

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

DATE	20	PURCHASE ORDER NO. OR RETURN REQUEST NO.	
RECEIVED FROM	PREPAID		
ADDRESS	COLLECT		
FREIGHT CARRIER	FREIGHT BILL NO.		

QUANTITY	ITEM NO.	DESCRIPTION
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

REMARKS: CONDITIONS, ETC.

RECEIVED BY	DELIVERED TO
-------------	--------------

BE SURE TO
MAKE THIS RECORD
ACCURATE AND COMPLETE

RECEIVING REPORT

Document No. 17



EST 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

NO. 75

DATE	20	PURCHASE ORDER NO. OR RETURN REQUEST NO.	
RECEIVED FROM		PREPAID	
ADDRESS		COLLECT	
FREIGHT CARRIER		FREIGHT BILL NO.	

QUANTITY	ITEM NO.	DESCRIPTION
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

REMARKS: CONDITIONS, ETC.

RECEIVED BY

DELIVERED TO

BE SURE TO
MAKE THIS RECORD
ACCURATE AND COMPLETE

RECEIVING REPORT

Document No. 17



EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

NO. 76

DATE	20	PURCHASE ORDER NO. OR RETURN REQUEST NO.
RECEIVED FROM		PREPAID
ADDRESS		COLLECT
FREIGHT CARRIER		FREIGHT BILL NO.

QUANTITY	ITEM NO.	DESCRIPTION
1.		
2.		
3.		
4.		
5.		
6.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

REMARKS: CONDITIONS, ETC.

RECEIVED BY

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MAKE THIS RECORD
ACCURATE AND COMPLETE



Document No. 18

ORIGINAL INVOICE

INVOICE NO.	ACCOUNT NO.	INVOICE DATE
34719	0690977	12-22-17

CUSTOMER SERVICE HOTLINE (800) 222-9000

SOLD WAREN SPORTS SUPPLY
TO 1978 MICHIGAN AVENUE
CHICAGO, ILLINOIS 60612

SHIP WAREN SPORTS SUPPLY
TO 1978 MICHIGAN AVENUE
CHICAGO, ILLINOIS 60612

C	V	YOUR ORDER NO.	OUR ORDER NO.	DATE ORDERED	DATE SHIPPED	NO. CTNS.	WEIGHT	SHIPPED VIA
1	N	328	1420281	12/18/17	12/20/17	33	1825	INTERSTATE MOTOR FREIGHT

STOCK NUMBER	DESCRIPTION	F P	SHIPPED	UNIT	PRICE	EXTENSION
BB-019	Basketball pole pad	P	120	EA	94.00	11,280
BB-538	Basketball bag	P	80	EA	26.00	2,080
BB-688	Portable inflation pump	P	30	EA	69.00	2,070
BB-926	Trainer's first aid kit	P	75	EA	30.00	2,250
BIG SAVINGS . . . PRICES MARKED WITH * ARE SPECIAL SALE PRICES NOW IN EFFECT						

TERMS DEDUCT	ONLY IF PAID BY	MDSE. TOTAL	TAX	SMALL ORDER HANDLING CHG	FREIGHT	PAY →	INVOICE TOTAL
2%	1-2-18	\$17,680					\$17,680

THANK YOU FOR YOUR ORDER - REMEMBER, AT VELOCITY SPORTING GOODS WE GUARANTEE YOUR 100% SATISFACTION ON EVERY ORDER.

EXPLANATION OF OUR PRICING & FREIGHT POLICY IS ON BACK OF THIS INVOICE. IF YOU HAVE QUESTIONS ABOUT THE ORDER OR INVOICE, PLEASE WRITE OR CALL.

Document No. 18

INVOICE

DATE	NUMBER
12-28-17	72654



**UNIVERSITY
ATHLETIC NEWS**

604 Wacker Drive • Chicago, Illinois 60618

TERMS: _____ COD _____ Net 10 Days _____ Net 30 Days

Times Phones: (312) 371-2411
National Toll Free (800) 241-6821
Illinois Toll Free (800) 545-2106

SOLD TO:

WAREN SPORTS SUPPLY
1978 Michigan Avenue
Chicago, Illinois 60612

REMIT TO:

University Athletic News
Accts Receivable Dept.
605 Wacker Drive
Chicago, Illinois 60618

LET US PUT YOUR ADS IN FRONT OF MORE COLLEGES AND UNIVERSITIES

Date	Item	Dept. Code	Amount
12-4	ADVERTISING COPY ART	ART	\$ 750.00
12-7 to 12-11	FULL PAGE ADVERTISEMENT	ADS	180.00
12-14 to 12-18	FULL PAGE ADVERTISEMENT	ADS	180.00
12-21 to 12-25	FULL PAGE ADVERTISEMENT	ADS	180.00
12-28 to 12-31	FULL PAGE ADVERTISEMENT	ADS	180.00
Special Instructions			
PLEASE INSTRUCT US ON THE DISPOSITION OF YOUR ARTWORK. CONTACT GILBERT BRITTON.			
Total Due			\$1,470.00

INVOICE

Document No. 18



CHICAGO OFFICE SUPPLY

1411 E. Michigan
Chicago, IL 60606

INVOICE NO. **2378**

CUSTOMER NO. 841TD

BILL TO:

WAREN SPORTS SUPPLY
1978 MICHIGAN AVENUE
CHICAGO, ILLINOIS 60612

SHIP TO:

WAREN SPORTS SUPPLY
1978 MICHIGAN AVENUE
CHICAGO, ILLINOIS 60612

DATE		SHIP VIA		F.O.B.		TERMS	
12-26-17		OUR TRUCK		DESTINATION		DUE ON RECEIPT OF INVOICE	
PURCHASE ORDER NUMBER			ORDER DATE		SALES PERSON		OUR ORDER NUMBER
327			12-13-17		04CC		31029
QUANTITY			ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	
QTY. REQ.	SHIPPED	BO					
2	2		4126	Laser printer toner cartridge	124.75	249.50	
8	8		8509	Flash Drive - 16GB	19.25	154.00	
10	10		5302	Invoice forms - box of 100	16.50	165.00	
SHIPMENT SUB-TOTAL							568.50
SALES TAX							34.11
FREIGHT CHARGES							0.00
INVOICE TOTAL							602.61

RETURNS POLICY

Prior approval must be obtained for all returned goods. Approval numbers must be clearly identified on the outside of returned goods.

INVOICE

Document No. 18



CHICAGO OFFICE SUPPLY

1411 E. Michigan
Chicago, IL 60606

INVOICE NO. **2423**

CUSTOMER NO. 841TD

BILL TO:

WAREN SPORTS SUPPLY
1978 MICHIGAN AVENUE
CHICAGO, ILLINOIS 60612

SHIP TO:

WAREN SPORTS SUPPLY
1978 MICHIGAN AVENUE
CHICAGO, ILLINOIS 60612

DATE		SHIP VIA		F.O.B.		TERMS		
12-29-17		OUR TRUCK		DESTINATION		DUE ON RECEIPT OF INVOICE		
PURCHASE ORDER NUMBER			ORDER DATE		SALES PERSON		OUR ORDER NUMBER	
325			12-04-17		03BD		41542	
QUANTITY			ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE		
QTY. REQ.	SHIPPED	BO						
10	10		11477	11-inch Tablet	349.00	3,490.00		
						SHIPMENT SUB-TOTAL		3,490.00
						SALES TAX		209.40
						FREIGHT CHARGES		0.00
						INVOICE TOTAL		3,699.40

RETURNS POLICY

Prior approval must be obtained for all returned goods. Approval numbers must be clearly identified on the outside of returned goods.



INTERSTATE MOTOR FREIGHT SYSTEM

4425 South Creys Rd.
Chicago, IL 60617

Document No. 19

DELIVERY RECEIPT

26425

FREIGHT BILL NO.

DEST. **Chi.**

CONSIGNEE
WAREN SPORTS SUPPLY
1978 Michigan Ave.
Chicago, IL 60612

SHIPPER
VELOCITY SPORTING GOODS
1285 Colgrove Ave.
Pierre, SD 57501

WAREN SPORTS SUPPLY
1978 Michigan Ave.
Chicago, IL 60612

FINAL DEST. CITY & STATE
BEYOND ROUTING

ADVANCE CARRIER INFORMATION
BILL OF LADING NO. **6284J**
ACTUAL ORIGIN CITY & STATE
RELEASED VALUE
EXCL USE F.V.C. TEND AS T.L.
INTERSTATE ADVANCE BEYOND I/S REC.

PIECES	CONTAINERS	HM	DESCRIPTION, MARKINGS AND SPECIAL HANDLING INSTRUCTIONS	WEIGHT	RATE	EXTENSION	OTHER CHARGES	ITEM
33			BULK PACKED SPORTING GOODS	1825	.19	346.75		
							TOTAL CHARGES	
							346.75	

RECEIVED THE PROPERTY DESCRIBED ABOVE IN GOOD CONDITION EXCEPT AS NOTED

SIGNATURE *Mary Ford*

DATE DELIVERED 12-22-17

DRIVER **P.W.**

COMPANY NAME *Warren Sports Supply*

WAREN SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

No. 1152

74-651/724

Date _____

PAY TO THE ORDER OF _____ \$ _____

DOLLARS



- SAMPLE -



WAREN SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

No. 1153

74-651/724

Date _____

PAY TO THE ORDER OF _____ \$ _____

DOLLARS



- SAMPLE -



WAREN SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

No. 1154

74-651/724

Date _____

PAY TO THE ORDER OF _____ \$ _____

DOLLARS



- SAMPLE -



WAREN SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

No. 1155

74-651/724

Date _____

PAY TO THE ORDER OF _____ \$ _____

_____ DOLLARS



- SAMPLE -

➔ ⑆ 0000000000 ⑆ 00 ⑆ 000000 ⑆ 00 ⑆

WAREN SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

No. 1156

74-651/724

Date _____

PAY TO THE ORDER OF _____ \$ _____

_____ DOLLARS



- SAMPLE -

➔ ⑆ 0000000000 ⑆ 00 ⑆ 000000 ⑆ 00 ⑆

WAREN SPORTS SUPPLY

EST. 2002

1978 Michigan Avenue • Chicago, IL 60612
312-349-0407

No. 1157

74-651/724

Date _____

PAY TO THE ORDER OF _____ \$ _____

_____ DOLLARS



- SAMPLE -

➔ ⑆ 0000000000 ⑆ 00 ⑆ 000000 ⑆ 00 ⑆

**Waren Sports Supply
Time Record Report
Pay Period Ending 12/31/17**

Employee:	Nancy Ford	DOB	5/22/1984
ID #	****-**-4832	DOH	10/1/2017

Day	Date	In	Out	Hours
Monday	12/18/2017	8:02	16:06	8.07
Tuesday	12/19/2017	7:57	16:00	8.05
Wednesday	12/20/2017	8:10	17:10	9.00
Thursday	12/21/2017	8:00	17:00	9.00
Friday	12/22/2017	7:30	17:33	10.05

Monday	12/25/2017		Holiday	8.00
Tuesday	12/26/2017	7:30	15:30	8.00
Wednesday	12/27/2017	9:00	17:00	8.00
Thursday	12/28/2017	7:30	15:51	8.35
Friday	12/29/2017	7:45	15:56	8.18

Approved By:	Pay Period Total	84.70
	Pay Period Base Hours	80.00
	Overtime	4.70

Employee Signature:

**Waren Sports Supply
Time Record Report
Pay Period Ending 12/31/17**

Employee:	Jim Adams	DOB	10/1/1988
ID #	***_**-9833	DOH	1/16/2013

Day	Date	In	Out	Hours
Monday	12/18/2017	8:02	17:12	9.17
Tuesday	12/19/2017	8:09	17:00	8.85
Wednesday	12/20/2017	8:06	17:09	9.05
Thursday	12/21/2017	8:00	17:30	9.50
Friday	12/22/2017	7:36	16:30	8.90

Day	Date	In	Out	Hours
Monday	12/25/2017			8.00
Tuesday	12/26/2017	8:05	16:05	8.00
Wednesday	12/27/2017	9:00	16:00	7.00
Thursday	12/28/2017	8:00	17:12	9.20
Friday	12/29/2017	8:07	17:45	9.63

Approved By:		Pay Period Total	87.30
		Pay Period Base Hours	80.00
		Overtime	7.30

Employee Signature:

Waren Sports Supply
Bank Reconciliation
 November 2017

	<u>Bank Statement</u>	<u>General Ledger</u>
Unadjusted balance, 11-30-17	\$ 80,936.77	\$ 73,493.34
Add:		
Deposits in transit	0.00	
Deduct:		
Outstanding checks		
#1118 1,985.21		
#1137 2,847.25		
#1138 1,826.62		
#1139 805.35		
	<u>(7,464.43)</u>	
Adjustments:		
Bank service charge		(21.00)
 Adjusted balance, 11-30-17	 <u><u>\$ 73,472.34</u></u>	 <u><u>\$ 73,472.34</u></u>

Journal Entry, 11-30-17

<u>Account No.</u>		<u>Debit</u>	<u>Credit</u>
41000	Other operating expense	\$ 21.00	
10100	Cash		\$ 21.00



Chicago, Illinois 60603

Statement of Account

PAGE NO.	ACCOUNT NUMBER	MONTH
1 of 1	000334 18	December 2017

FOR ASSISTANCE:
CALL 1-800-FAB-2864

Waren Sports Supply
1978 Michigan Avenue
Chicago, Illinois 60612

OR WRITE:
CUSTOMER SERVICE
P.O. BOX 28914
CHICAGO, ILLINOIS 60610

BALANCE FORWARD	TOTAL CHECK AMOUNT	TOTAL DEPOSIT AMOUNT	SERVICE CHARGE	ENDING BALANCE
80,936.77	62,381.37	84,842.36	25.50	103,372.26
MINIMUM BALANCE	AVERAGE BALANCE	NO. OF CHECKS	NO. OF DEPOSITS	DEPOSITED ITEMS
51,982.08	86,807.86	14	6	7

CHECKING ACCOUNT ENTRIES

DATE	CHECKS/DEBITS	CHECKS/DEBITS	DEPOSITS/CREDITS	BALANCE
			November 30, 2017 Balance Forward	80,936.77
4-Dec	805.35	1,826.62		78,304.80
5-Dec	2,847.25			75,457.55
8-Dec			5,891.00	81,348.55
12-Dec	2,575.00		4,090.52	82,864.07
13-Dec			5,306.00	88,170.07
15-Dec	7,367.00	35,392.70	7,931.96	51,982.08
	1,360.25			51,982.08
19-Dec	778.75		60,000.00	111,203.33
20-Dec	3,399.05	10.30		107,793.98
21-Dec	60.96	1,341.81		104,622.13
	1,769.08			104,622.13
22-Dec	2,847.25			101,774.88
26-Dec			1,622.88	103,397.76
29-Dec	SC 25.50			103,372.26
December 31, 2017 Ending Balance				103,372.26

TRANSACTION CODE LEGEND			READY TELLER TRANSACTIONS	
NF - NSF Fees	RT - Returned Item	DP - Direct Payment	RA - Credit Card Advance	RI - Installment Loan Pmt
DM - Debit Memo	SC - Service Charge	AT - Check-Save Deposit	RD - Envelope Deposit	RO - Other Payment
CM - Credit Memo	MC - Maintenance Fee	CD - CD Interest Deposit	RC - Credit Card Payment	RW - Cash Withdrawal
LS - Listing Total	MP - Money-Matic Payment	PR - Payroll Deposit	RM - Mortgage Loan Pmt	RS - Transfer to Savings
OD - Overdrawn Balance	CO - Check Order Charge	DD - Direct Deposit	RL - Money-Matic Loan	RF - Transfer From Savings

**WAREN SPORTS SUPPLY
LIST OF ITEMS CLEARING
WITH BANK STATEMENT
DECEMBER 2017**

CHECKS

<u>Check Number</u>	<u>Date Written</u>	<u>Date Cleared</u>	<u>Payee</u>	<u>Amount</u>
1137	11/30	12/5	Ray Kramer	2,847.25
1138	11/30	12/4	Jim Adams	1,826.62
1139	11/30	12/4	Nancy Ford	805.35
1140	12/7	12/12	First Security Insurance	2,575.00
1141	12/12	12/15	Chicago Office Supply	7,367.00
1142	12/13	12/15	Velocity Sporting Goods	35,392.70
1144	12/13	12/15	Board of Water and Light	1,360.25
1145	12/13	12/19	Interstate Motor Freight	778.75
1146	12/14	12/20	Internal Revenue Service	3,399.05
1147	12/14	12/20	Internal Revenue Service	10.30
1148	12/14	12/21	State of Illinois	60.96
1149	12/15	12/22	Ray Kramer	2,847.25
1150	12/15	12/21	Jim Adams	1,769.08
1151	12/15	12/21	Nancy Ford	1,341.81

DEPOSITS

<u>Date Deposited</u>	<u>Date Recorded by Bank</u>	<u>Amount</u>
12/6	12/8	5,891.00
12/8	12/12	4,090.52
12/12	12/13	5,306.00
12/14	12/15	7,931.96
12/18	12/19	60,000.00
12/22	12/26	1,622.88

