

**MEMORANDUM
FINANCE DEPARTMENT**

TO: Mr. Thomas Thomas, City Manager
SUBJECT: ICMA Annual Conference Video Production

Number: 019 – 13
Date: 08-21-12

WebsEdge USA is due \$22,500.00 for production of a video on the City of Rock Island for presentation at the upcoming International City/County Management Association (ICMA) annual conference to be held October 7 – 10, 2012, in Phoenix, Arizona.

Recommendation: The General Administration Department recommends that the City Council approve the payment to WebsEdge USA in the amount of \$22,500.00.

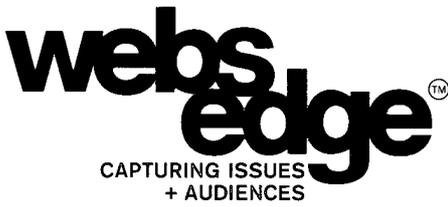
Vendor: WebsEdge USA
Payment Amount: \$22,500.00

Fund:	101	General Fund
Department:	122	General Administration
Cost Center:	041	Administration
Object Code:	53114	Photo/Graphic Services

Requisition Number: R003458
Purchase Order Number:

Submitted by: Cynthia Parchert, Finance Director
Donald Reichert, Budget Coordinator

Approved: Thomas Thomas, City Manager



Invoice to:
City of Rock Island
1528 3rd Avenue
Rock Island
Illinois
61201-8678
USA

Invoice from: Websedge Ltd

Invoice Number: 20120895

Invoice Date: 20th August 2012

Your Reference:

Our Reference: Max Smith

VAT Number: 710 8796 24

Ordered by:
Thomas Thomas

Invoice Amount: US\$22500.00

Partnership Fee for: ICMA Annual Conference
Date: 7th-10th October 2012
Phoneix

VAT REGISTRATION NUMBER: 710 8796 24

Terms: Payment due 30 days from date on invoice.

Statutory Interest will be charged on late payments (under English Law)
any issues with this invoice must be raised immediately

Bank Transfer:

ABA Number 011500120 SWIFTBIC
CTZIUS33

Bacs to: CITIZENS Bank Account: 1311165271
1 Citizens Drive, Riverside, Rhode Island, 02915
please state invoice number as reference when making transfer

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