



# BQE Professional Services

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## INVOICE

Ms. Carolyn Summer  
City Services Dept.  
123 Main Street  
First Floor  
Your Town, CA 90500

**Invoice Date:** Nov 1, 2012  
**Invoice Num:** 1017  
**Billing From:** Oct 01, 2012  
**Billing To:** Oct 29, 2012

### PV Country Club (09-PV Country Club:) - Managed by (JA)

#### Professional Services

Date	Employee	Description	Hours	Rate	Amount
10/4/2012	SE	Preliminary Design	4.00	\$80.00	\$320.00
10/4/2012	BW	Preliminary Design	6.00	\$80.00	\$480.00
10/4/2012	BW	Telephone Call/Conference	0.50	\$80.00	\$40.00
10/4/2012	AM	Preliminary Design	5.75	\$80.00	\$460.00
10/4/2012	AM	Site Inspection	2.50	\$80.00	\$200.00
10/4/2012	BD	Telephone Call/Conference	0.50	\$70.00	\$35.00
10/4/2012	AM	Web Services	0.50	\$80.00	\$40.00
10/4/2012	BW	Telephone Call/Conference	0.25	\$80.00	\$20.00
10/4/2012	AM	Preliminary Design	2.00	\$80.00	\$160.00
10/4/2012	JA	Preliminary Design	2.00	\$120.00	\$240.00
10/21/2012	AM	Telephone Call/Conference	1.00	\$80.00	\$80.00
10/21/2012	AM	Preliminary Design	5.25	\$80.00	\$420.00
		Drawings sent through USPS same day service for final plotting to meet building department deadline.			
10/21/2012	JA	Client Conference/Meeting Meeting with sub-contractors and board members regarding North Building extension.	1.00	\$120.00	\$120.00
10/21/2012	BW	Preliminary Cost Estimate	3.00	\$80.00	\$240.00
10/21/2012	SL	Report/Letter	1.00	\$35.00	\$35.00
10/21/2012	RC	Technical Support	1.00	\$80.00	\$80.00
10/21/2012	CJ	Marketing/Sales	0.50	\$60.00	No Charge
10/21/2012	AM	Preliminary Design	6.00	\$80.00	\$480.00
10/21/2012	MK	Report/Letter	0.25	\$35.00	\$8.75
10/21/2012	WB	Telephone Call/Conference	0.75	\$100.00	\$75.00
10/21/2012	CJ	Preliminary Cost Estimate	1.00	\$60.00	\$60.00
10/21/2012	RC	Telephone Call/Conference	0.25	\$80.00	\$20.00
10/21/2012	RC	DataBase Entry/Assistance	1.00	\$80.00	\$80.00
10/21/2012	BW	Telephone Call/Conference	3.00	\$80.00	\$240.00
10/21/2012	RC	Technical Support	3.00	\$80.00	\$240.00
10/27/2012	MK	Report/Letter	0.50	\$35.00	\$17.50

**Total Service Amount:** **\$4,191.25**

**Amount Due This Invoice:** **\$4,191.25**

*This invoice is due upon receipt*

### Account Summary

Services BTD	Expenses BTD	Last Inv Num	Last Inv Date	Last Inv Amt	Last Pay Amt	Prev Unpaid Amt
\$ 12,600.00	\$ 3,521.95	1015	10/4/2013	\$ 7,283.75	\$ 0.00	\$ 7,283.75

**Total Amount Due Including This Invoice:** **\$11,475.00**