



CITY OF DUBOIS, PENNSYLVANIA

16 W. SCRIBNER AVE. • P.O. BOX 408 • DUBOIS, PENNSYLVANIA 15801

TELEPHONE: (814) 371-2000, Ext. 135
FAX: (814) 371-1290

PUBLIC RECORD REVIEW/DUPLICATION REQUEST

Print Legibly, unreadable requests cannot be processed.

Requester's Name: DeLean Shepherd Date of Request: 07/23/2024

Requester's Address: 990 DuBois Rockton Road
Rockton, PA 15856

Requester's Telephone No. [REDACTED] Fax No. _____

I request: Review Duplication (Check applicable Box) of the following records:
Electronic

IMPORTANT: You must identify or describe the records with sufficient specificity to enable the City of DuBois to determine which records are being requested. Use additional sheets if necessary. A fee of **.25¢ per page** will be charged for duplication services.

Copy of Florres & Associates Invoice 568436 in the amount of \$50.00

DeLean Shepherd
Signature of Requester

This request may be submitted in Person, by Mail to:

Shawn Arbaugh, City Manager
City of DuBois
16 W. Scribner Ave
PO Box 408
DuBois, PA 15801

By Fax: (814) 371-1290 (or) By Email: info@duboispa.gov



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July 26, 2024

VIA EMAIL

Ms. DeLean Shepherd
990 DuBois Rockton Road
Rockton, PA 15856



Dear Ms. Shepherd,

Thank you for writing the City of DuBois with your request for information pursuant to the Pennsylvania Right- To-Know law.

On July 23, 2024, you requested a copy of the Florres & Associates Invoice 568436 in the amount of \$50.00.

Your request is granted and the responsive records are attached.

Respectfully,

Shawn Arbaugh
City Manager
City of DuBois, Clearfield County

"Gateway To Big Game Country"



Flores & Associates
 P.O. BOX 63238
 Charlotte, NC 28263-3238
 (704)335-8211 • (800)532-3327

THERESA BRACKEN
 City of Dubois
 P.O. BOX 408
 DUBOIS, PA 15801

| Invoice# | Invoice Date | Date Due | P.O.# | Contact |
|----------|--------------|------------|-------|-----------------|
| 568436 | 07/08/2024 | 07/18/2024 | | Theresa Bracken |

| Description | Amount |
|---|--------------------|
| ***** City of Dubois ***** July COBRA Admin Fee 58 elig @ \$0.45 Minimum Billing Amount (\$50.00) | \$26.10 \$23.90 |
| Account No. <u>GF 401 215</u> Due/Check Date _____ Purchase Order No. <u>24-01586</u> Check No. <u>63274</u> Check Amount <u>50.00</u> Assigned <u>DB</u> Approved _____ | |
| Invoice Total | \$50.00 |

Contact your Account Manager to go paperless today!
 For an itemized breakdown of our participant count, visit the administrator website.
 All invoices are considered accurate and accepted unless Flores is notified of a dispute within 60 days of receipt.
 Flores offers the following electronic payment options:

- Flores Debit - Flores will automatically initiate payment on the invoice due date
- Client Debit - You can initiate payment each month online via www.flores247.com