



NEBRASKA AUDITOR OF PUBLIC ACCOUNTS

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State Auditor

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February 2, 2024

Matt Kasik, Chief Executive Officer
Apace
3600 Union Drive
Lincoln, NE 68516

Dear Mr. Kasik:

As you may know, the Nebraska Auditor of Public Accounts (APA) has received allegations of possible financial improprieties at Apace (formerly Region V Services), including questionable credit card purchases and improper reimbursements for employee mileage and other expenses. As a result, the APA began limited preliminary planning work to determine if a full financial audit or attestation would be warranted. Pursuant thereto, the APA obtained financial records and other relevant documentation from Apace. Based on the outcome of this preliminary planning work, including an analysis of the information obtained, the APA has determined that a separate financial audit or attestation is unnecessary at this time.

Nevertheless, during the course of our preliminary planning work, the APA noted certain issues that merit corrective action.

Background Information

Region V Services, now known as Apace, was created as a public entity to implement the provisions of the Developmental Disabilities Services Act (DDSA), which is set out at Neb. Rev. Stat. §§ 83-1201 to 83-1228 (Reissue 2014, Cum. Supp. 2022). Six developmental disability regions have been established in Nebraska to assist in carrying out the provisions of the DDSA. Region 5, in which Apace operates, consists of the following counties: Saunders, York, Seward, Lancaster, Otoe, Polk, Butler, Fillmore, Saline, Gage, Johnson, Nemaha, Thayer, Jefferson, Pawnee, and Richardson. The DDSA requires each region to be administered by a local governing board or an advisory committee consisting of elected officials, individuals with disabilities or a family member of a disabled individual, and interested community members.

Apace's governing board consists of 16 county commissioners and local county supervisors, as well as a voluntary advisory board. It is headquartered in Lincoln, Nebraska, and maintains local field offices in the cities of Auburn, Beatrice, Bellevue, Crete, Columbus, David City, Fairbury, Gretna, Hebron, Nebraska City, Seward, Wahoo, and York, Nebraska. Apace provides independent or shared living, group home, respite (at-home) care, and educational services to individuals with disabilities pursuant to the DDSA. Apace is funded primarily through payments received from the Nebraska Department of Health and Human Services, contributions from the counties in Region 5, and revenue generated from services that it provides to its clients.

The following comments and recommendations, which have been discussed with the appropriate members of Apace and its management, are intended to improve internal control or result in other operating efficiencies.

Comments and Recommendations

1. Questionable Expense Reimbursement

In examining the documentation provided by Apace, the APA noted one employee, Michele Scholz, Chief of Staff, who appears to have received reimbursement for purchases made with an Apace credit card she was issued, rather than purchases made with her own funds.

The following is an excerpt from the May 2022 credit card statement received by Apace, which shows charges incurred by Ms. Scholz:

Transaction Information				
Transaction Date	Posting Date	Reference Number	Purchases, Cash Advances, Payments, Credits and Adjustments since last statement	Amount
MICHELE SCHOLZ				
			TOTAL XXXX XXXX XXXX 1386	\$8,271.28
05/03	05/04	2445388GQ0009VNSW	FIVE NINES TECHNOLOGY GRO402-4867425 NE MCC: 4816 MERCHANT ZIP: 68516	1,565.18
05/08	05/09	2469216GG2XEAZBVV	AMZN Mktp US*1L84X71E1 Amzn.com/bill WA MCC: 5942 MERCHANT ZIP: 98109	50.91
05/08	05/09	2469216GG2XEHQDV8	AMZN Mktp US*132EV80V0 Amzn.com/bill WA MCC: 5942 MERCHANT ZIP: 98109	174.69
05/11	05/12	2445388GL000AE11J	FIVE NINES TECHNOLOGY GRO402-4867425 NE MCC: 4816 MERCHANT ZIP: 68516	2,316.00
05/16	05/17	2445388GT000AS7SQ	FIVE NINES TECHNOLOGY GRO402-4867425 NE MCC: 4816 MERCHANT ZIP: 68516	3,474.00
05/18	05/19	2426979GV00ZAYDG0	VALENTINOS - 15 402-420-6800 NE MCC: 5812 MERCHANT ZIP: 68516	264.59
05/20	05/20	2449215GWMNAGN0SJ	UBER TRIP HELP.UBER.COM CA MCC: 4121 MERCHANT ZIP: 94105	23.04
05/21	05/23	2494300GYM0S9APXD	GRAND HYATT SAN ANT F&B SAN ANTONIO TX MCC: 5812 MERCHANT ZIP:	13.80
05/22	05/23	2416407GYGNKQ6ZPX	YARD HOUSE 83600083626 SAN ANTONIO TX MCC: 5812 MERCHANT ZIP:	45.00
05/22	05/23	2494300GYLQQRGT2	ADOBE CREATIVE CLOUD 408-536-6000 CA MCC: 5734 MERCHANT ZIP: 95110	32.16
05/22	05/24	2494300GZM0SBF208	GRAND HYATT SAN ANT F&B SAN ANTONIO TX MCC: 5812 MERCHANT ZIP:	18.40
05/22	05/24	2494300GZM0S6HORF	GRAND HYATT SAN ANT F&B SAN ANTONIO TX MCC: 5812 MERCHANT ZIP:	15.43

Continued on next page

Among the expenditures by Ms. Scholz were four meal purchases, totaling \$92.63, at the Grand Hyatt San Antonio River Walk (Grand Hyatt) hotel and Yard House restaurant in San Antonio, Texas (the “F&B” listed on the statement for the Grand Hyatt charges stands for “food and beverage”). These meal purchases are outlined in red above. It is important to note that the last four digits of the Apace card issued to Ms. Scholz is 1386.

Yard House
849 E. Commerce St.
San Antonio, TX 78205

Check #:827599

Table 126
Eric C
19:55:12 05/21/2022 Gst 2

1 Water 0.00
1 Water 0.00
D 1 Iced Tea 3.49
1 Water 0.00
D 1 Pepperoni & Mushroom 15.49
M 1 Pepper Jack Burger 14.49

SUBTOTAL : 33.47
TAX : 2.76
TOTAL : 36.23

Payments:

VISA CREDIT/1386

Purchase/EMV Tap
TID:***5636
RRN:22052107000827599
AID:A0000000031010
TYR:0000000000
ARC:00
TRN SEQ:00001117
TRN ID:599735162
NET:Visa
MODE:Issuer
Auth Code:021524

Purchase Amount 36.23
Gratuity 8.77

TOTAL PAID USD\$ 45.00

Grand Hyatt San Antonio
Perks
600 E Market St
San Antonio, Tx 78205
+1-201-224-1234
5/22/2022 7:54 AM

TABLE# 0
SERVER 1250372/Chanel
CHECK# 4768
TYPE PRE AUTH
ACCOUNT TYPE Visa
CARD NUMBER *****1386
DATE/TIME 05/22/2022 07:52
CODE SATGH:1
REC 095586
INV/CHK 4768
REFERENCE MU1154077368
SEQUENCE 000419
AUTH. 022341
ENTRY METHOD CHIP
TOTAL \$15.43

Grand Hyatt San Antonio
Perks
600 E Market St
San Antonio, Tx 78205
+1-201-224-1234
5/22/2022 8:45 PM

TABLE# 0
SERVER 1448866/Isaiah Ramos
CHECK# 4076
TYPE PRE AUTH
ACCOUNT TYPE Visa
CARD NUMBER *****1386
DATE/TIME 05/22/2022 20:43
REC 095840
INV/CHK 4076
REFERENCE MQ1202438779
SEQUENCE 000927
AUTH. 022905
ENTRY METHOD CONTACTLESS
TOTAL \$18.40

Grand Hyatt San Antonio
Perks
600 E Market St
San Antonio, Tx 78205
+1-210-224-1234

1250372 Chanel

CHK 4421 GST 1
5/21/2022 8:13 AM

1 Greek Yogurt Parfait 8.00
1 Kind Bar Pomagranate 4.75

Food \$12.75
*Tax \$1.05
Total Paid \$13.80
Change Due \$0.00
Visa \$13.80
XXXXXXXXXX1386

As can be seen clearly, both the amounts charged and the last four digits of the credit card used are the same as those listed on the May 2022 credit card statement for the Apace card issued to Ms. Scholz.

Neb. Rev. Stat. § 28-512 (Reissue 2016) provides, in relevant part, the following:

A person commits theft if he obtains property of another by deception. A person deceives if he intentionally:

- (1) Creates or reinforces a false impression, including false impressions as to law, value, intention, or other state of mind; but deception as to a person's intention to perform a promise shall not be inferred from the fact alone that he did not subsequently perform the promise; or*
- (2) Prevents another from acquiring information which would affect his judgment of a transaction; or*
- (3) Fails to correct a false impression which the deceiver previously created or reinforced, or which the deceiver knows to be influencing another to whom he stands in a fiduciary or confidential relationship; or*
- (4) Uses a credit card, charge plate, or any other instrument which purports to evidence an undertaking to pay for property or services delivered or rendered to or upon the order of a designated person or bearer (a) where such instrument has been stolen, forged, revoked, or canceled, or where for any other reason its use by the actor is unauthorized, or (b) where the actor does not have the intention and ability to meet all obligations to the issuer arising out of his use of the instrument.*

Neb. Rev. Stat. § 28-602 (Reissue 2016) states the following:

(1) A person commits forgery in the first degree if, with intent to deceive or harm, he falsely makes, completes, endorses, alters, or utters a written instrument which is or purports to be, or which is calculated to become or to represent if completed:

(a) Part of an issue of money, stamps, securities, or other valuable instruments issued by a government or governmental agency; or

(b) Part of an issue of stock, bonds, bank notes, or other instruments representing interests in or claims against a corporate or other organization or its property.

(2) Forgery in the first degree is a Class III felony.

Neb. Rev. Stat. § 28-603 (Reissue 2016) provides the following:

(1) Whoever, with intent to deceive or harm, falsely makes, completes, endorses, alters, or utters any written instrument which is or purports to be, or which is calculated to become or to represent if completed, a written instrument which does or may evidence, create, transfer, terminate, or otherwise affect a legal right, interest, obligation, or status, commits forgery in the second degree.

(2) Forgery in the second degree is a Class IIA felony when the face value, or purported face value, or the amount of any proceeds wrongfully procured or intended to be procured by the use of such instrument, is five thousand dollars or more.

(3) Forgery in the second degree is a Class IV felony when the face value, or purported face value, or the amount of any proceeds wrongfully procured or intended to be procured by the use of such instrument, is one thousand five hundred dollars or more but is less than five thousand dollars.

(4) Forgery in the second degree is a Class I misdemeanor when the face value, or purported face value, or the amount of any proceeds wrongfully procured or intended to be procured by the use of such instrument, is five hundred dollars or more but is less than one thousand five hundred dollars.

(5) Forgery in the second degree is a Class II misdemeanor when the face value, or purported face value, or the amount of any proceeds wrongfully procured or intended to be procured by the use of such instrument, is less than five hundred dollars.

(6) For the purpose of determining the class of penalty for forgery in the second degree, the face values, or purported face values, or the amounts of any proceeds wrongfully procured or intended to be procured by the use of more than one such instrument, may be aggregated in the indictment or information if such instruments were part of the same scheme or course of conduct which took place within a sixty-day period and within one county. Such values or amounts shall not be aggregated into more than one offense.

Neb. Rev. Stat. § 28-911 (Reissue 2016) prohibits “abuse of public records,” as follows:

(1) A person commits abuse of public records, if:

(a) He knowingly makes a false entry in or falsely alters any public record; or

(b) Knowing he lacks the authority to do so, he intentionally destroys, mutilates, conceals, removes, or impairs the availability of any public record; or

(c) Knowing he lacks the authority to retain the record, he refuses to deliver up a public record in his possession upon proper request of any person lawfully entitled to receive such record; or

(d) He makes, presents, or uses any record, document, or thing, knowing it to be false, and with the intention that it be taken as a genuine part of the public record.

(2) As used in this section, the term public record includes all official books, papers, or records created, received, or used by or in any governmental office or agency.

(3) Abuse of public records is a Class II misdemeanor.

Neb. Rev. Stat. § 28-924 (Reissue 2016) creates the offense of “official misconduct” by a public servant, as follows:

(1) A public servant commits official misconduct if he knowingly violates any statute or lawfully adopted rule or regulation relating to his official duties.

(2) Official misconduct is a Class II misdemeanor.

Finally, Neb. Rev. Stat. § 49-14,101.01 (Reissue 2021) of the Nebraska Political Accountability and Disclosure Act, which is found at Neb. Rev. Stat. §§ 49-1401 to 49-14,142 (Reissue 2021, Cum. Supp. 2022) states, as is relevant, the following:

(1) A public official or public employee shall not use or authorize the use of his or her public office or any confidential information received through the holding of a public office to obtain financial gain, other than compensation provided by law, for himself or herself, a member of his or her immediate family, or a business with which the individual is associated.

(2) A public official or public employee shall not use or authorize the use of personnel, resources, property, or funds under his or her official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items, other than compensation provided by law, for personal financial gain.

These potential statutory concerns aside, it should be noted that good internal control requires procedures to ensure that one person is not in a position both to perpetrate and to conceal financial errors or irregularities.

Absent specific procedures to ensure that expense reimbursement forms are being reviewed adequately, moreover, there is also an increased risk for the loss or misuse of Apace funds.

We recommend the implementation of procedures to prevent one person from being in a position both to perpetrate and to conceal financial errors, irregularities, or fraud. We also recommend Apace implement specific procedures to increase its scrutiny of expense reimbursement forms, ensuring that each such request is for work-related expenses, adequately supported with itemized receipts or invoices, and made payable to the proper party. This would include having an Apace Board member, or a separately designated individual, review both the monthly credit card statements and submitted expense reimbursement requests for any discrepancies or unusual items. We further recommend Apace consult and work with the proper authorities to address the apparent impropriety described herein, implementing procedures to recover any funds determined to have been misappropriated. Finally, because this comment gives rise to concerns regarding possible violations of law, this information will be forwarded to the Nebraska Attorney General and the Nebraska Accountability and Disclosure Commission for further review.

Apace Response: Apace management agrees with this finding. The employee indicated that the duplicated expenses were included in the expense reimbursement request by error. Apace has addressed the issue with the employee and the duplicated expenses were paid back to Apace. Apace reviewed all other expense reimbursement requests and company card purchases from this employee and found no other instances where duplication occurred. Apace will review its policies and procedures to determine ways to mitigate the risk that this issue occurs in the future.

2. Other Expense Reimbursement Issues

In addition to the questionable expense reimbursement addressed in the previous comment, the APA noted the following issues regarding employee expense reimbursements:

Untimely Reimbursement of Expenses

The APA noted two mileage expense reimbursements that were not submitted in a timely manner:

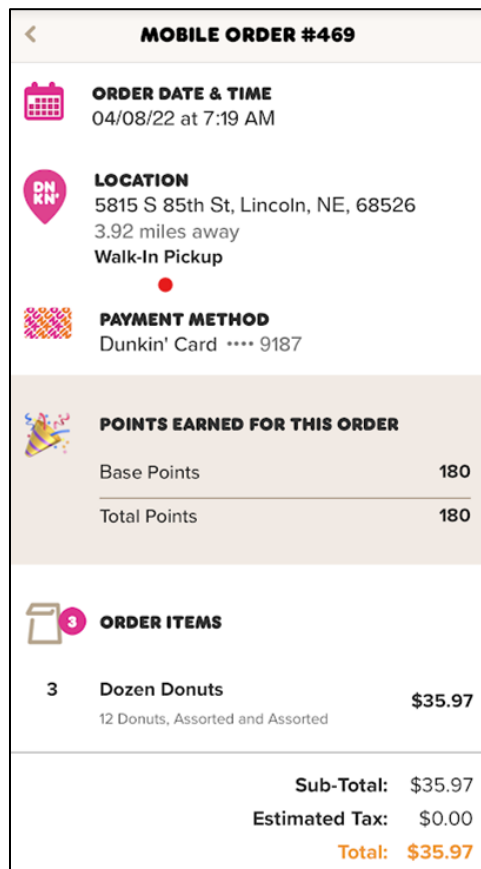
- One Apace employee submitted a mileage expense reimbursement, totaling \$961.44, dated April 9, 2022, for trips taken between December 15, 2021, through April 8, 2022.
- Another Apace employee submitted a mileage expense reimbursement, totaling \$807.89, dated May 18, 2022, for trips taken between December 2, 2021, through May 5, 2022.

For each of these expense reimbursements, the oldest trip reimbursed occurred 115 and 167 days prior to the date of submission, respectively, which does not appear reasonable.

Apace's current personnel policies do not require its employees to submit expense reimbursements within a certain timeframe. According to Apace representatives, however, its employees were notified in July 2022 that an updated expense reimbursement policy, effective July 15, 2022, would be included in the next revision of the entity's personnel policies. Among other things, that updated policy would require the submission of expense reimbursement requests within 60 days of incurring the expense.

Unallowable Meal Reimbursement

The aforementioned \$961.44 mileage expense reimbursement also included a meal expense of \$35.97, which was incurred on April 8, 2022. According to Apace representatives, an itemized receipt did not accompany the reimbursement request form submitted. However, a screenshot of the order receipt was later provided to the APA. An image of that screenshot is shown below:



The Apace expense reimbursement policies effective at the time the expense was incurred did not allow for such a reimbursement. The following language was found under the “Lodging and Meals” heading of the “Travel and Expense” section of the prior Apace personnel policies (effective January 1, 2022):

The employee cannot claim meals unless on an overnight trip. To receive reimbursement for a noon meal, the employee must 1) leave before 11:00 a.m. on the day of departure or 2) get back after 2:00 p.m. on the day of return. Exceptions to this rule may be made by an area director. If an employee must leave for an overnight trip before 7:00 a.m., breakfast will be reimbursed. If an employee cannot return by 6:30 p.m., dinner will be reimbursed.

No meal expenses will be reimbursed within twenty (20) miles of your agency.

(Emphasis added.) The employee who submitted this expense reimbursement request works out of Apace’s central office location, which is located at 3600 Union Drive, Lincoln, NE 68516. Per Google Maps, that office location is approximately only a 4-mile drive from the Dunkin’ Donuts store where the purchase was made. Consequently, contrary to the above policy language, the employee was neither on an overnight trip nor had travelled more than 20 miles at the time of the purchase.

In addition, the meal order receipt shows that three dozen assorted donuts were purchased, indicating that the expenditure was not for the employee alone; rather, it appears to have been a group meal purchase. The Apace expense reimbursement policies do not specify whether such group meal purchases are eligible for reimbursement. According to Apace representatives, however, group meal expenses are generally made directly by Apace and would not go through the reimbursement process.

Good internal control requires procedures to ensure that expense reimbursement requests are submitted within a timely manner and in accordance with Apace policies. Without such procedures, there is an increased risk for abuse or loss of funds.

We recommend the implementation of procedures to ensure that expense reimbursement requests are submitted within a timely manner and in accordance with Apace policies.

Apace Response: Apace management agrees with this finding. Apace management will revise employee personnel policies to include the 60-day time limit for reimbursement of expenses and clarify allowable purchases of food and meals. These revisions will be presented to the Governing Board at the meeting scheduled for February 12, 2024. In addition to these policy revisions and since this audit review period, Apace has made substantial improvements to internal processes for the submission, review and approval of agency credit card and employee expense reimbursements that will mitigate risks in the future.

3. Lack of Itemized Receipts

The APA noted four credit card expenditures, totaling \$158.58, that lacked adequate supporting documentation, as the receipts provided were not itemized to reflect the purchase details. Images of all receipts that were not itemized have been included as **Attachment A** herein.

Neb. Rev. Stat. § 13-610(4) (Reissue 2022) requires all purchases with a political subdivision’s purchasing card to be supported by an itemized receipt, as follows:

An itemized receipt for purposes of tracking expenditures shall accompany all purchasing card purchases. In the event that a receipt does not accompany such a purchase, purchasing card privileges shall be temporarily or permanently suspended in accordance with rules and regulations adopted and promulgated by the political subdivision.

Good internal control requires procedures to ensure that adequate supporting documentation, including an itemized receipt, is maintained for each Apace credit card charge. Without such procedures, there is an increased risk for not only abuse or loss of funds but also noncompliance with State statute.

We recommend Apace ensure proper documentation is maintained for all disbursement transactions, including itemized receipts for purchases made with Apace’s credit cards.

Apace Response: Apace management agrees with this finding. Apace management will review procedures and practices surrounding disbursements. Additionally, Apace will retrain individuals that are authorized to use agency credit cards on the requirement to substantiate expenses, including itemized receipts.

4. Apace Credit Card Meal Purchases / Lack of Purchasing Card Policies

The APA noted that, along with other expenditures, several employees used an Apace credit card for group meal expenses. The following table lists both the meal and overall purchases made on four of Apace’s credit cards during the period December 15, 2021, through November 30, 2022:

Card Number Last Four Digits	Total Meal Purchases	Total Credit Card Purchases
6898/1378	\$ 1,349.58	\$ 10,781.27
1386	\$ 572.60	\$ 61,768.08
3436	\$ 279.69	\$ 943.45
7326	\$ 214.71	\$ 4,187.25
Totals	\$ 2,416.58	\$ 77,760.05

These meal purchases were made from such vendors as Hy-Vee, Sam’s Club, Panda Express, Pizza Hut, Valentino’s, Jimmy Johns, and others. Consequently, the APA selected multiple transactions for testing but, due to the lack of any sound criteria, was unable to determine whether they were appropriate.

According to Apace representatives, these group meal purchases would generally be made directly by Apace, and some discretion is given to Apace Area Directors for meals provided at team meetings and trainings at the local agency level. In general, Apace provides meals for meetings and staff training scheduled for four or more hours. Examples of these meetings include the Apace Governing Board meetings, the quarterly all-supervisor staff meetings, and the Apace Programs and Ethics Committee (PEC) meetings.

Apace maintains a listing of credit cards that have been issued to its employees, including the location, credit limit, and level of approval required for authorization. Apace has also developed procedures that explain the purchase approval process. Apace appears to lack, however, a formal, written policy outlining the acceptable use of the cards, including any details pertaining to the allowability of group meal expenditures.

Neb. Rev. Stat. § 13-610 (Reissue 2022) authorizes political subdivisions in Nebraska to establish a purchasing card program. Subsection (1) of that statute says, in relevant part, “The governing body shall determine the type of purchasing card or cards utilized in the purchasing card program and shall approve or disapprove those persons who will be assigned a purchasing card.” Subsection (4) provides for the suspension of card privileges “in accordance with rules and regulations adopted and promulgated by the political subdivision.” Likewise, subsection (6) states, “No officer or employee of a political subdivision shall use a political subdivision purchasing card for any unauthorized use as determined by the governing body.”

Ensuring that Apace purchasing cards are used only for authorized purposes, as required by law, is difficult, if not impossible, without formal guidelines or, as referenced in statute, “rules and regulations adopted and promulgated by the political subdivision” to establish the parameters for such legitimate use.

Additionally, good internal control requires written guidelines for the proper use of Apace’s purchasing cards – including, among other things, criteria for the allowability of group meals and other expenditures. Without such procedures, there is an increased risk for not only loss or misuse of public funds but also noncompliance with State statute.

We recommend Apace implement policies, as required by State statute, that provide sufficient guidance to the users of its credit cards regarding their proper use, including the designation of allowable purchases.

Apace Response: Apace Management agrees with this finding. Apace management will implement a policy that governs the use of credit cards.

* * * * *

Our audit procedures are designed primarily on a test basis and, therefore, may not bring to light all weaknesses in policies or procedures that may exist. Our objective is, however, to use the knowledge gained during our work to make comments and recommendations that we hope will be useful to Apace.

Draft copies of this letter were furnished to Apace to provide its management with an opportunity to review and to respond to the comments and recommendations contained herein. Any formal response received has been incorporated into this letter. Such response has been objectively evaluated and recognized, as appropriate, in the letter. A response that indicates corrective action has been taken was not verified at this time.

This communication is intended solely for the information and use of Apace and its management. It is not intended to be, and should not be, used by anyone other than these specified parties. However, this communication is a matter of public record, and its distribution is not limited.

If you have any questions regarding the above information, please contact our office.

Audit Staff Working on this Examination:
Craig Kubicek, CPA, CFE – Deputy Auditor
Mason Culver – Auditor-In-Charge
Destini Morales – Auditor
Kelsey Lutz – Examiner

Sincerely,



Craig Kubicek, CPA, CFE
Deputy Auditor
Auditor of Public Accounts
Room 2303, State Capitol
Lincoln, NE 68509
Phone (402) 471-3686
craig.kubicek@nebraska.gov

Apace
Lack of Itemized Receipts

Attachment A

Stall Meeting

DONUT RUN
11757 S HIGHWAY 6 UNIT 3
GREINA, NE 68028
402-315-9074

04/13/2022 08:11:52
Terminal ID No.: 75789103

Credit Sale:

Transaction #: 20
Card Type: VISA
Account: *****5754
Entry: CHIP

Amount: USD\$24.00
Non Cash Adjustment: USD\$0.96
Total: USD\$24.96

Ref. Number: 210313003642
Auth. Code: 07413C
Batch Number: 891
Response: APPROVAL 07413C

Mode: Issuer
#ID: 40000000031010
IYR: 0000008000
IAB: 06010A03212002
TSI: E800
ARC: Z3
AC: 907816759F0E978D
ATC: 0090
APPN: CAPITAL ONE VISA

I AGREE TO PAY ABOVE TOTAL AMOUNT ACCORDING TO CARD ISSUER AGREEMENT (MERCHANT AGREEMENT IF CREDIT VOUCHER)

X.....
SLIVA/WENDELIN
MERCHANT COPY

Cash Discount \$0.00

PEC Meeting

PARKER'S SMOKEHOUSE
HWY 6 & E3
ASHLAND, NE

Date: 05/09/2022 11:24AM
Card Type: VISA
Acct Num: *****3436
Exp Date: **/**
Customer: LIECHTI/HANNAH
Card Entry: SWIPED
Trans Type: PURCHASE
Auth Code: 032746
Check: 9116
Check Name: Hardy s 5603109
Server: 27 TAKE OUT
Txn ID: 028598C227

Amount: \$104.39

Tip _____

Total 104.39

Signature *[Signature]*
PLEASE SIGN 1 COPY AND LEAVE FOR SERVER

I agree to pay total amount according to card issuer agreement

Grand Hyatt San Antonio
Perks
600 E Market St
San Antonio, Tx 78205
+1-201-224-1234
5/22/2022 7:54 AM

TABLE# 0
SERVER 1250372/Chanel
CHECK# 4768
TYPE PRE AUTH
ACCOUNT TYPE Visa
CARD NUMBER *****1386
DATE/TIME 05/22/2022 07:52
CODE SATGH:1
REC 095586
INV/CHK 4768
REFERENCE MU1154077368
SEQUENCE 000419
AUTH. 022341
ENTRY METHOD CHIP
TOTAL \$15.43

TIP: _____

TOTAL: _____
APPROVED - THANK YOU

SCHOLZ/MICHELE
APP VISA CREDIT

Grand Hyatt San Antonio
Perks
600 E Market St
San Antonio, Tx 78205
+1-210-224-1234

1250372 Chanel

CHK 4421 GST 1
5/21/2022 8:13 AM

1 Greek Yogurt Parfait 8.00
1 Kind Bar Pomagranate 4.75

Food \$12.75
*Tax \$1.05
Total Paid \$13.80
Change Due \$0.00
Visa \$13.80
XXXXXXXXXXXX1386

----- Check Closed -----
5/21/2022 8:14 AM