



Corporate Card Statement of Account

**Sign-up For Online
Statements**

www.americanexpress.com/gopaperless

Prepared For
TRACI ROSS
WASHINGTON COUNTY EC

Account Number
XXXX-XXXXX5-81000

Closing Date
10/28/22

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Previous Balance \$	New Charges \$	Other Debits \$	Payments \$	Other Credits \$	Balance Due \$	Do Not Pay
1,445.85	89.94	0.00	1,445.85	127.10	37.16	CR

For important information regarding your account refer to page 2.

Credit Balance - Can be applied against future charges or you may request a refund.

To manage your Account online or to pay your bill, please visit us at corp.americanexpress.com. For additional contact information, please see the reverse side of this page.

Corporate Card Snapshot

Card Number	Card	New Charges + Other Debits	Payments + Other Credits
XXXX-XXXXX5-81000	TRACI ROSS	0.00	-1,445.85
XXXX-XXXXX5-81034	MARY B CARO	14.99	-2.10
XXXX-XXXXX5-82065	EMILY LANDRY	14.99	0.00
XXXX-XXXXX5-82081	PATRICIA SALVAREZZA	59.96	0.00
XXXX-XXXXX5-81109	SHELLEY SMITH	0.00	-125.00
	Total	89.94	-1,572.95

Activity

Date reflects either transaction or posting date

Card Number XXXX-XXXXX5-81000	Reference Code	Amount \$
10/13/22 CORP ONLINE PAYMENT REC'D THANK YO10/13		-1,445.85
Total for TRACI ROSS	New Charges/Other Debits Payments/Other Credits	0.00 -1,445.85

Do not staple or use paper clips

Payment Coupon

TRACI ROSS
WASHINGTON COUNTY EC
383 BROADWAY
FORT EDWARD NY 12828

Account Number 3787-507715-81000 Payable upon receipt in U.S. Dollars.

Do Not Pay Enter 15 digit account number on all payments.

Credit Balance \$37.16CR Checks or drafts must be drawn against banks located in the U.S.

See reverse side for instructions on how to update your address, phone number, or email.

AMERICAN EXPRESS
P.O. BOX 1270
NEWARK NJ 07101-1270



0000378750771581000 100003716000008994 2844

Payments: Your American Express® Corporate Card statement is payable in full upon receipt. Payments received after 5:00 pm may not be credited until the next day. Payments must be sent to the payment address shown on your statement and must include the remittance coupon from your statement. Payments must be made in US currency, with a single draft or check drawn on a US bank and payable in US dollars or with a single negotiable instrument payable in US dollars and clearable through the US banking system, or through an electronic payment method clearable through the US banking system. Your Account number must be included on or with all payments. If payment does not conform to these requirements, crediting may be delayed and additional Charges may be imposed. If we accept payment made in a foreign currency, we will choose a conversion rate that is acceptable to us to convert your remittance into US currency, unless a particular rate is required by law. Please do not send post-dated checks. They will be deposited upon receipt. Our acceptance of any payment marked with a restrictive legend will not operate as an accord and satisfaction without our express prior written approval.

Authorization for Electronic Debit: We will process checks electronically, at first presentment and any representations, by transmitting the amount of the check, routing number, account number, and check serial number to your financial institution, unless the check is not processable electronically or a less costly process is available. By submitting a check for payment, you authorize us to initiate an electronic debit from your bank or asset account. When we process your check electronically, your payment may be debited to the bank or asset account as soon as the same day we receive your check, and you will not receive that cancelled check with your bank or asset account statement. If we cannot collect the funds electronically we may issue a draft against the bank or asset account for the amount of the check. If you currently send in an individual payment for expenses on the Corporate Card, please note that you are eligible to pay your bill online.

Authorizations for Electronic Payments: By using Pay by Computer, Pay by Phone or any other electronic payment service of ours, you will be authorizing us to initiate an electronic debit to the financial account you specify in the amount you request. Payments received after 5:00 pm may not be credited until the next day.

Transactions Made in Foreign Currencies: If you incur a Charge in a foreign currency, it will be converted into US dollars on the date it is processed by us or our agents. Unless a particular rate is required by applicable law, we will choose a conversion rate that is acceptable to us for that date. Currently the conversion rate that we use for a Charge in a foreign currency is no greater than (a) the highest official conversion rate published by a government agency, or (b) the highest interbank conversion rate identified by us from customary banking sources, on the conversion date or the prior business day, **in each instance increased by 2.5%**. This conversion rate may differ from rates in effect on the date of your Charge. Charges converted by establishments (such as airlines) will be billed at the rates such establishments use.

In Case of Errors or Questions About Your Bill: If you think your bill is incorrect, or if you need more information about a transaction on your bill, please call 1-800-528-2122 or the number on the back of your Card. You can also write us on a separate sheet of paper at the Customer Service address noted to the right. Requests for refunds of credit balances (designated "CR") should be made by calling us at 1-800-528-2122 or the number on the back of your Card. Billing disputes can also be initiated online. This applies to Corporate Cards only, not Cards issued under the Corporate Defined Express Program.

In Case of Errors or Questions About Electronic Transfers: Please contact us by calling 1-800-IPAY-AXP for Pay By Phone, Pay By Computer issues and automatic payment issues.

When Contacting Us Regarding Errors or Questions: We must hear from you no later than 60 days after we send you the first bill on which the error or problem appeared. When contacting us, please give us the following information: 1. Your name and account number; 2. The dollar amount of the suspected error; 3. Describe why you believe there is an error. If you need more information, describe the item you are unsure about. You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.



Manage your Card account online at:
www.americanexpress.com/checkyourbill



For all further inquiries or to pay by phone, please call the number on the back of your Card.

If your Card has been lost or stolen, please call 1-800-528-2122.

International Collect:
1-336-393-1111.

Hearing Impaired Services:
Dial Relay 711 and 1-800-528-2122.

Large Print and Braille Statements:
1-800-528-2122.



Customer Service
P.O. Box 981531
El Paso, TX
79998-1531

Payments
P.O. BOX 1270
NEWARK NJ
07101-1270

Change of Address, phone number, email

- Online at www.americanexpress.com/updatecontactinfo
- Via Mobile device
- Voice automated: call the number on the back of your card
- For Name, Company Name, and Foreign Address or Phone changes, please call Customer Care

Please do not add any written communication or address change on this stub.



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Card Number XXXX-XXXXX5-81034				Reference Code	Amount \$
09/30/22	ADOBE PRODUCTS Adobe SAN JOSE REF# 503334094 ADOBE.COM 0 ROC NUMBER 503334094	CA 09/29/22		50333409400	-1.05 Credit
09/30/22	ADOBE PRODUCTS Adobe SAN JOSE REF# 509334137 ADOBE.COM 0 ROC NUMBER 509334137	CA 09/29/22		50933413700	-1.05 Credit
10/09/22	ADOBE ACROPRO SUBS A SAN JOSE REF# 396696579 ADOBE.LY/ENUS 0 ROC NUMBER 396696579	CA 10/08/22		39669657900	14.99
Total for MARY B CARO				New Charges/Other Debits	14.99
				Payments/Other Credits	-2.10



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Card Number XXXX-XXXXX5-82065				Reference Code	Amount \$
10/11/22	ADOBE ACROPRO SUBS A SAN JOSE	CA		39700343600	14.99
	REF# 397003436	ADOBE.LY/ENUS	10/10/22		
	0				
	ROC NUMBER 397003436				
Total for EMILY LANDRY				New Charges/Other Debits	14.99
				Payments/Other Credits	0.00



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Card Number XXXX-XXXXX5-82081				Reference Code	Amount \$
10/26/22	ADOBE ACROPRO SUBS A SAN JOSE REF# 398867131 ADOBE.LY/ENUS 0 ROC NUMBER 398867131	CA 10/25/22		39886713100	14.99
10/26/22	ADOBE ACROPRO SUBS A SAN JOSE REF# 398888583 ADOBE.LY/ENUS 0 ROC NUMBER 398888583	CA 10/25/22		39888858300	14.99
10/26/22	ADOBE ACROPRO SUBS A SAN JOSE REF# 398901213 ADOBE.LY/ENUS 0 ROC NUMBER 398901213	CA 10/25/22		39890121300	14.99
10/28/22	ADOBE ACROPRO SUBS A SAN JOSE REF# 399186853 ADOBE.LY/ENUS 0 ROC NUMBER 399186853	CA 10/27/22		39918685300	14.99
Total for PATRICIA SALVAREZZA				New Charges/Other Debits Payments/Other Credits	59.96 0.00



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Activity Continued

Card Number XXXX-XXXXX5-81109		Reference Code	Amount \$
10/17/22	CREDIT FOR FRAUDULENT CHARGE DATE OF ABOVE 10/17		-125.00 Credit
Total for SHELLEY SMITH		New Charges/Other Debits Payments/Other Credits	0.00 -125.00