memorandum

To: Brittaney Wells, Accounting & Compliance

Fr: Rich Medina

Dt: June 13, 2014

RE: NJ Business Services charge

Brittaney,

On May 15, 2014, I used my DCCC Visa card (card number ending in 3054) to purchase and download corporate filing documents from the New Jersey Business Records Service for $0.20. I did not print or save a copy of the digital receipt. I called NJ Business Records Service to obtain a new copy of the receipt and was told that I would have to fax a letter to their office in order to obtain documentation.