

RTK REQUEST NUMBER

DATE RECEIVED

5 DAY RESPONSE DATE



COUNTY OF LUZERNE

**RIGHT TO KNOW LAW REQUEST FORM**

NAME OF REQUESTER: Peiora Jennifer A. - Butler Township  
(PLEASE PRINT CLEARLY) LAST FIRST MI

MAILING ADDRESS: 83 Corporate Drive  
STREET / P.O. BOX

Drums CITY STATE PA ZIP CODE 18222

PHONE # 570 788 3547 FAX# 570 788 5938

EMAIL ADDRESS: jpeiora@butlertownship.org

SIGNATURE: [Signature] DATE: 2/25/2020

RECORDS REQUESTED - Requesters MUST specify the document(s) sought. Please use additional pages if necessary.

Bills from Diamond Solutions for Butler Township Tax Duplicates 2018 through 2020. Please provide to our agency in the format you have available. We agree to any photocopy fees, postage fees etc. for obtaining documents if necessary

PLEASE CHECK ONE OF THE FOLLOWING:

- I AM ONLY REQUESTING ACCESS TO THE DOCUMENT(S)
- I AM REQUESTING A HARD COPY OF THE DOCUMENT(S) (PAPER, CD, etc...)
- I AM REQUESTING AN E-FILE OF THE DOCUMENT(S) (IF AVAILABLE) (PDF, EXCEL SPRDSHT, etc...)

whichever format is available.

PLEASE NOTE: LUZERNE COUNTY IS NOT REQUIRED TO CREATE A RECORD WHICH DOES NOT CURRENTLY EXIST OR TO COMPILE, MAINTAIN, FORMAT OR ORGANIZE A RECORD IN A MANNER IN WHICH THE AGENCY DOES NOT CURRENTLY COMPILE, MAINTAIN, FORMAT OR ORGANIZE THE RECORD



900 Kimberly Drive, Carol Stream, IL 60188  
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Customer Copy  
**Invoice**  
 252912

Page 1 of 1

**Attention** Laura Beers  
**Invoice To** Luzerne County  
 Courthouse  
 200 North River Street  
 Wilkes-Barre, PA 18711

**Invoice Date** 2/28/2018

**Invoice Due** 3/30/2018

**Job Number** Multiple

**Your Order #**

**Salesrep** Scott Koepka

Quantity	Description	Setup	Min	Unit Price	U/M	Sub Total	Tax	Total
	Luzerne County and Municipal Tax							
131,191	County and Municipal Tax Notices			148.6900	/m	19,506.79		19,506.79
19,324	Second and Subsequent Pages			148.6900	/m	2,873.29		2,873.29
1	Shipping Charge - invalid statements			24.6800	ea	24.68		24.68

Deposit Earmarked for Job	\$0.00
Postage Payments Applied to Job	\$0.00
Postage Usage for Job	(\$49,447.61)
Postage Balance for Job	(\$49,447.61)

**TERMS: PLEASE NOTE OUR TERMS ARE NET 30 DAYS FROM DATE OF INVOICE.**

A Service charge of 1.5% per month (which is an Annual Percentage Rate of 18%) will be applied to all past due accounts.

**PLEASE REMIT TO:** Diamond Communication Solutions  
 1318 Momentum Place  
 Chicago, IL 60689-5313

**Sub Total** \$22,404.76

**Sales Tax**

**Postage Balance** \$49,447.61

**TOTAL DUE** \$71,852.37

Customer #: 51275

Tax #:

Jobs Invoiced: 1223226, 1223227, 1223231, 1223232, 1224792, 1224793, 1224794, 1224795, 1224796, 1224797, 1224798, 1224799, 1224800, 1224842, 1224843, 1224844, 1224845, 1225269, 1225270, 1225271, 1225272



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**Invoice**  
**256588**

Page 1 of 1

**Attention** Laura Beers  
**Invoice To** Luzerne County  
 Courthouse  
 200 North River Street  
 Wilkes-Barre, PA 18711

**Invoice Date** 4/5/2018

**Invoice Due** 5/5/2018

**Job Number** 1240003

**Your Order #**

**Salesrep** Scott Koepka

Quantity	Description	Setup	Min	Unit Price	U/M	Sub Total	Tax	Total
	Luzerne County and Municipal Taxes							
9,328	County and Municipal Tax Notices			148.6900	/m	1,386.98		1,386.98
1,141	Second and Subsequent Pages			148.6900	/m	169.66		169.66

Deposit Earmarked for Job	\$0.00
Postage Payments Applied to Job	\$0.00
Postage Usage for Job	(\$3,930.92)
Postage Balance for Job	\$3,930.92

**TERMS: PLEASE NOTE OUR TERMS ARE NET 30 DAYS FROM DATE OF INVOICE.**

A Service charge of 1.5% per month (which is an Annual Percentage Rate of 18%) will be applied to all past due accounts.

PLEASE REMIT TO: Diamond Communication Solutions  
 1318 Momentum Place  
 Chicago, IL 60689-5313

**Sub Total** \$1,556.64

**Sales Tax**

**Postage Balance** \$3,930.92

**TOTAL DUE** \$5,487.56

Customer #: 51275

Tax #:



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Customer Copy  
**Invoice**  
 261792

Page 1 of 1

**Attention** Laura Beers  
**Invoice To** Luzerne County  
 Courthouse  
 200 North River Street  
 Wilkes-Barre, PA 18711

**Invoice Date** 6/6/2018

**Invoice Due** 7/6/2018

**Job Number** 1250360

**Your Order #**

**Salesrep** Scott Koepka

Quantity	Description	Setup	Min	Unit Price	U/M	Sub Total	Tax	Total
	Luzerne							
703	Supplemental Tax Bills			148.6900	/m	104.53		104.53
34	Second and subsequent pages			148.6900	/m	5.06		5.06

Deposit Earmarked for Job	\$0.00
Postage Payments Applied to Job	\$0.00
Postage Usage for Job	(\$289.51)
Postage Balance for Job	\$289.51

**TERMS: PLEASE NOTE OUR TERMS ARE NET 30 DAYS FROM DATE OF INVOICE.**

A Service charge of 1.5% per month (which is an Annual Percentage Rate of 18%) will be applied to all past due accounts.

PLEASE REMIT TO: Diamond Communication Solutions  
 1318 Momentum Place  
 Chicago, IL 60689-5313

**Sub Total** \$109.59

**Sales Tax**

**Postage Balance** \$289.51

**TOTAL DUE** \$399.10

Customer #: 51275

Tax #:



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Customer Copy  
**Invoice**  
269175

Page 1 of 1

**Attention** Laura Beers  
**Invoice To** Luzerne County  
Courthouse  
200 North River Street  
Wilkes-Barre, PA 18711

**Invoice Date** 9/6/2018

**Invoice Due** 10/6/2018

**Job Number** 1284822

**Your Order #**

**Salesrep** Scott Koepka

Quantity	Description	Setup	Min	Unit Price	U/M	Sub Total	Tax	Total
	Luzerne							
553	Supplemental Tax Bills			148.6900	/m	82.23		82.23
30	Second and subsequent pages			148.6900	/m	4.46		4.46

Deposit Earmarked for Job	\$0.00
Postage Payments Applied to Job	\$0.00
Postage Usage for Job	(\$255.12)
Postage Balance for Job	\$255.12

**TERMS: PLEASE NOTE OUR TERMS ARE NET 30 DAYS FROM DATE OF INVOICE.**

A Service charge of 1.5% per month (which is an Annual Percentage Rate of 18%) will be applied to all past due accounts.

PLEASE REMIT TO: Diamond Communication Solutions  
1318 Momentum Place  
Chicago, IL 60689-5313

**Sub Total** \$86.69

**Sales Tax**

**Postage Balance** \$255.12

**TOTAL DUE** \$341.81

Customer #: 51275

Tax #:



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Job Copy  
**Invoice**  
283905

Page 1 of 1

**Attention** Laura Beers  
**Invoice To** Luzerne County  
Courthouse  
200 North River Street  
Wilkes-Barre, PA 18711

**Invoice Date** 3/6/2019

**Invoice Due** 4/5/2019

**Job Number** Multiple

**Your Order #**

**Salesrep** Scott Koepka

Quantity	Description	Setup	Min	Unit Price	U/M	Sub Total	Tax	Total
<b>County and Municipal Tax Bills</b>								
140,614	County and Municipal Tax Notices			148.6900	/m	20,907.90		20,907.90
19,878	Second and Subsequent Pages			148.6900	/m	2,955.66		2,955.66
140,614	Courtesy Reply Envelope			25.8600	/m	3,636.28		3,636.28
1	Shipping Charges			41.4800	ea	41.48		41.48

Deposit Earmarked for Job	\$0.00
Postage Payments Applied to Job	\$10,596.77
Postage Usage for Job	(\$55,067.08)
Postage Balance for Job	(\$44,470.31)

**TERMS: PLEASE NOTE OUR TERMS ARE NET 30 DAYS FROM DATE OF INVOICE.**

A Service charge of 1.5% per month (which is an Annual Percentage Rate of 18%) will be applied to all past due accounts.

PLEASE REMIT TO: Diamond Communication Solutions  
1318 Momentum Place  
Chicago, IL 60689-5313

**Sub Total** \$27,541.32

**Sales Tax**

**Postage Balance** \$44,470.31

**TOTAL DUE** \$72,011.63

Customer #: 51275 Tax #:   
Jobs Invoiced: 1331185, 1331186, 1331187, 1331858, 1331861, 1331862, 1331863, 1331864, 1331865, 1331867, 1332257, 1332260, 1332261, 1332262, 1332264, 1335440, 1335441, 1335442, 1335443



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**Invoice**  
**287025**

Page 1 of 1

**Attention** Laura Beers  
**Invoice To** Luzerne County  
 Courthouse  
 200 North River Street  
 Wilkes-Barre, PA 18711

**Invoice Date** 4/9/2019

**Invoice Due** 5/9/2019

**Job Number** 1350664

**Your Order #**

**Salesrep** Scott Koepka

Quantity	Description	Setup	Min	Unit Price	U/M	Sub Total	Tax	Total
	County and Municipal Tax Bills - L07							
352	County and Municipal Tax Bills			148.6900	/m	52.34		52.34
55	Second and Subsequent Pages			148.6900	/m	8.18		8.18
352	Courtesy Reply Envelope			25.8600	/m	9.10		9.10

Deposit Earmarked for Job	\$0.00
Postage Payments Applied to Job	\$0.00
Postage Usage for Job	(\$176.00)
Postage Balance for Job	\$176.00

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A Service charge of 1.5% per month (which is an Annual Percentage Rate of 18%) will be applied to all past due accounts.

PLEASE REMIT TO: Diamond Communication Solutions  
 1318 Momentum Place  
 Chicago, IL 60689-5313

**Sub Total** \$69.62

**Sales Tax**

**Postage Balance** \$176.00

**TOTAL DUE** \$245.62

Customer #: 51275

Tax #:



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283

Customer Copy  
**Invoice**  
**291544**

Page 1 of 1

**Attention** Laura Beers  
**Invoice To** Luzerne County  
Courthouse  
200 North River Street  
Wilkes-Barre, PA 18711

**Invoice Date** 6/10/2019

**Invoice Due** 7/10/2019

**Job Number** Multiple

**Your Order #**

**Salesrep** Scott Koepka

Quantity	Description	Setup	MIn	Unit Price	U/M	Sub Total	Tax	Total
	Luzerne							
718	Supplemental Tax Bills			148.6900	/m	106.76		106.76
39	Second and subsequent pages			148.6900	/m	5.80		5.80

Deposit Earmarked for Job	\$0.00
Postage Payments Applied to Job	\$0.00
Postage Usage for Job	(\$598.18)
Postage Balance for Job	(\$598.18)

**TERMS: PLEASE NOTE OUR TERMS ARE NET 30 DAYS FROM DATE OF INVOICE.**

A Service charge of 1.5% per month (which is an Annual Percentage Rate of 18%) will be applied to all past due accounts.

PLEASE REMIT TO: Diamond Communication Solutions  
1318 Momentum Place  
Chicago, IL 60689-5313

**Sub Total** \$112.56

**Sales Tax**

**Postage Balance** \$598.18

**TOTAL DUE** \$710.74

Customer #: 51275 Tax #:   
Jobs Invoiced: 1359756, 1359757, 1359758, 1359759