

Invoice



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web design • marketing • graphic design • branding • copywriting
multimedia authoring • photography • music composition

When you need to get noticed
swim upstream.

Bill To:

Feather River Rail Society
PO Box 608
Portola, Ca 96122

Date	Invoice No.	P.O. Number	Terms	Project
10/30/19	6413		Net 10	

Quantity	Description	Rate	Amount
1	Retainer for professional advertising, marketing and research services. <i>CLASS-OPS CODE-67079</i>	1,440.00	1,440.00
Total			\$1,440.00

BIG FISH CREATIONS

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Feather River Rail Society (WPRM) Patty Oct 2019 Timesheet

10-1-19	0.75	Conversion, layout & Production of Pumpkin Train poster for Black and White Feather Publishing newspaper ad.
10-2-19	0.25	Spoke w/ Bart Hanson about pumpkin order, previous email and quantity for this year. Report for city council on previous costs and needs.
10-2-19	0.5	Event updates to GE & EV via phone
10-3-19	0.75	Request letter to Trader Joes -m approved by GE
10-4-19	0.5	Event update and story feature to Portola Reporter Lauren Westmoreland
10-4-19	0.25	Confirmed status and agenda item with Lauren Knox via email as per request
10-4-19	0.25	Account and billing direction from Roger Neilson for city/WPRM split. Send information to Lauren Know City Manager as per Portola Reporter.
10-8-19	0.25	Accommodations set up w/ Kerry Cochran, GE and We Cook For You.
10-9-19	1	Portola City Council Presentation w/ GE
10-10-19	0.25	Event/Council update to EV
10-10-19	1.5	Marketing update submitted for FRRS Board - board meeting
10/10/2019	0.75	Email blast of pumpkin patch express to media and VIP list
10/15/2019	1	Confirmed via email or call event vendors & associated needs deferred to GE
10/18/2019	0.25	Email blast - duplicate campaign sent to media and VIP list
10-20-19	1	Pumpkin Train Photoshoot
10-21-19	1.5	Color corrected, enhanced and selected Pumpkin Train Photos. Exported to JPEG. Uploaded to Dropbox for Paul and Eugene.
10-21-19	1.25	Media inquiry to Reno Airport as per EV - media buy OFR. Review and direction for EV.
10-25-19	2	Social media matrix on membership - related posts - OFA.
10-26-19	1	Pumpkin Train Photoshoot
10-27-19	1.5	Color corrected, enhanced and selected Pumpkin Train Photos. Exported to JPEG. Uploaded to Dropbox for Paul and Eugene.
TOTAL	16.5	