

Recurring Monthly Expenses

EXISTING MONTHLY ACCTS PAID BY CC

	Monthly cost	Frequency
Pitney Bowes (postage refills)	103	Per refill
Adobe	39.98	19.99 (2x/month)
Zoom	15.99	Monthly
Faxage	7.95	Monthly
Muir Beach Lan	139	Monthly
Vultr	59.45	Monthly
Otter	30	Monthly
Microsoft	124.5	Monthly (estimate)
United Site Services	273.28	Monthly

TOTAL= 793.15

BILLS TO ADD TO AUTOPAY

ATT	675	Monthly
PGE	3240	Monthly
Horizon (internet)	99.09	Monthly
Wells Fargo (copier)	225	Monthly
AnswerNet	165.9	Monthly
Intedata	45	Monthly
Good & Clean	477	Monthly

varies (\$318-477)

NEW TOTAL= 5720.14

Suggest we move all recurring payment to come directly out of Bank of Marin account; credit card to be used for miscellaneous monthly expenses