

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
10/30/18	6185		Net 10	

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

BIG FISH CREATIONS

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Feather River Rail Society (WPRM) Patty/Mike Oct 2018 Timesheet - Patty

10-3-18	1	Pumpkin Patch vendor confirmations, tents and help search. References for PHS, Rotary and FRL kids.
10-5-18	1.25	Contacted new vendors as per EV. Added new local vendors.
10-6-18	0.5	Copy edits to draft letter - rail donation. Changes uploaded to EV.
10-8-18	0.5	Regroup w/ Ali & KC on Pumpkin Train event and their status.
10-10-18	1.5	Advertising marketing report on Pumpkin Train to Board
10-10-18	0.5	Edits and additions to marketing board report adding whitman and pullman house efforts
10-10-18	0.25	Review and approval by EV on advertising report for Pumpkin Train
10-14-18	2	Board meeting - presented advertising report and marketing status
10-15-18	0.5	Created blast for Pumpkin Train 2018. Scheduled it to be released today.
10-15-18	0.25	Vendor booth layout revisions for placement
10-21-18	1.5	Review of Pumpkin Patch efforts w/ EV on charges that need to be made for following weekend and next year.
10-21-18	3	Video and photo shoot at the Pumpkin Patch event. Created promo video. Posted on Facebook
10-22-18	0.25	Revised vendors via email for 10/27 event.
10-23-18	0.75	Contacted Todd Brusco about Santa Train placement. Edited radio spot. EV approved and emailed to KDJX and Pitlane for spot to be cut Nov. 2.
10-23-18	1.5	Created Santa Train ad for 2018. To be resized for Deals and Wheels and Feather Pub.
10-27-18	2	Photo Shoot at Night Santa Train. Facebook posts throughout the event.
10-29-18	3	Color corrected selected photos from 10/21 and 10/27 Pumpkin Trains.
10-29-18	0.25	Updated Santa Train poster per Eugene and Patty. Uploaded new proof to Basecamp.
10-29-18	0.75	Created Deals & Wheels half-page Santa Train Ad based on the poster design. Exported to low-res PDF proof and uploaded to Basecamp for approval.
10-29-18	0.25	Resized Santa Train poster for the Train Sheet Ad.
10-29-18	0.75	Revised ads with new copy and typeface per Eugene. Exported proofs. Uploaded to Basecamp.
10-30-18	0.75	Updated poster, trains sheet, and Deals and Wheels ad per Eugene. Exported proofs. Uploaded to Basecamp.
10-31-18	0.25	Exported Final Poster and Trainsheet a High Resolution PDF. Uploaded to Basecamp.
TOTAL	23.25	Hours
	14	Allotted Hours Per Month
	9.25	Carry Over Hours into November 2018