

Invoice



www.bigfishcreations.com

Box 276 • Graeagle • CA • 96103
530.836.4230 - phone/fax

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
07/30/19	6365		Net 10	

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

BIG FISH CREATIONS

When you need to get noticed – swim upstream.

Feather River Rail Society (WPRM) Mike June 2019 Timesheet CARRYOVER

6-14-19	0.75	Helped Eugene proof WP Celebration poster and rack card.
6-26-19	2	Built ad for the WP Celebration for both Feather Publishing and Deals & Wheels. Sent ads to Feather Pub and Deals & Wheels.
TOTAL	2.75	Hours

Feather River Rail Society (WPRM) Patty June 2019 Timesheet - CARRYOVER

6-19-19	1.5	Copy revisions for RAL social media matrix - as approved by EV
6-19-19	0.25	Confirmed Nevada Gunfighters via phone w/ John Moore scheduled 2 shows, confirmed w/ EV
6-19-19	0.25	Contacted CHP/Sherif about gun battles and new event
6-19-19	0.25	Event poster revisions/additions & rack card.
6-20-19	1.5	Created :30 PSA for WP Celebration. Contacted KDJX for PSA direction. Approval, edits, fax.
6-24-19	0.25	RAL post on WPRM FB page
6-25-19	0.5	Follow up call to KDJX on PSA, resize, loaded email blast to media list for WP Celebration.
6-26-19	0.25	RAL post on WPRM FB page
TOTAL	4.75	

TOTAL CARRYOVER TIME FOR JUNE

TOTAL	7.5	Hours
--------------	------------	--------------

Feather River Rail Society (WPRM) Patty July 2019 Timesheet - Patty

7-1-19	0.25	RAL post WPRM FB Page
7-1-19	0.25	Direction from EV & GE on Elks Club preso
7-3-19	1	Public relations at Calpine Elks meeting w/ GE to present WP Celebration
7-3-19	0.5	Update and direction from EV for event planning
7-9-19	2.25	Vendor contacts - Dennis Dickson, Face painting, Zip pulls, Lady Elks, Bob Danner - calls, confirmations and emails for forms.
7-10-19	0.25	Set up meeting w/ EV, GE and Chris David, Berger Benson for Old Town Centre uodate, event planning.
7-13-19	0.5	Marketing/planning w/ EV & GE on Celebration pre-board meeting
7-13-19	1.25	Board meeting - marketing update, WP Celebration update on planning process, gunfighters, vendors and poster distribution
7-13-19	0.25	Contacted Stan Pillier for RR Day meeting w/ EV & GE
TOTAL	6.5	
	7.5	CARRYOVER Hours from June
TOTAL	14	TOTAL ALLOTTED HOURS FOR MONTH

Feather River Rail Society (WPRM) Patty July 2019 Timesheet - CARRYOVER

7-15-19	1.25	Meeting w/ EV, Berger Benson and Chris David on event center, WP event partnership
7-16-19	0.25	RAL post on WPRM FB page
7-21-19	0.25	Talked w/ Pete Rhode for vendor opportunity - printed gave booth fee, poster, rack card
7-22-19	0.5	Made RAL post on WPRM FB page, promoted WP through chamber contact, explore & graeagle.com . Received more images from inquiry for 2001, 1100, 2873 from GE & EV
7-23-19	1.5	Placed media/media buy for Portola Reporter and Deals & Wheels. Raffle outreach - Nakoma, Grizzly Ranch, Plumas Pines Golf Club, Grizzly Grill.
7-24-19	0.5	Vendor inquiry to Scency - Donna Morris & Kristie LaMattia Jewelry vendor - called-sent booth forms.
7-25-19	0.5	Contacted Plumas County Health for food vendor permit verification and form faxed back.
7-25-19	0.5	Event updates w/ EV and confirmations on food vendors ale items via calls to both vendors.
7-30-19	0.25	RAL Facebook post
7-30-19	0.5	Coupon review, vendor call on We Cook For You, update to EV on new vendor Yellow Dog.
TOTAL	6	

Feather River Rail Society (WPRM) Mike July 2019 Timesheet CARRYOVER

7-25-19	0.75	Built WP Celebration Ad for Feather Publishing. Exported and emailed final ad to Feather Publishing.
7-26-19	0.75	Built WP Celebration Ad for Deals and Wheels. Exported and emailed final ad to Deals & Wheels.
TOTAL	1.5	Hours

TOTAL CARRYOVER TIME FOR JULY 2019

TOTAL	7.5	These hours will be carried over into our August time, and/or applied to future invoices as workflow slows after end of year, etc.
--------------	------------	---