

SILVER FOX ENTERPRISES, LLC



Bridging the Gap

INVOICE

Date: 5/31/2023

Invoice # 349

To: **Town of Woodstock/EDC Housing Advisor**
31 The Green
Woodstock, VT 05091

| Name | | Service | Payment Terms | |
|----------------------------------|--------------|---|----------------------|-------------------|
| Jill Davies EDC Housing Chair | | Woodstock EDC Housing Advisor | Due within 10 days | |
| Date | Hours | Description | Hourly Rate | Total |
| 5/1 – 5/31/23 | 65.50 | Create pdf esign applicant agreements / status applicants (e.g, C. Olsen, C Kwiecinski) | \$60.00 | \$3,930.00 |
| | | C Kwiecinski second site visit | | |
| | | Rental Incentive Program updated several times, EDC and Select Board feedback, updated docs, pdfs, website, application & lease sample. | | |
| | | May 6 th Home Creators Expo attended & presented, prep work | | |
| | | Housing & EDC Meetings, emails, VT Digger | | |
| | | Rental inquiries addressed (N. Johnson RIP Status and Landlord services – Durgin septic ?s) and new inquiries (D Demas,) | | |
| | | EDC Housing Financials updated | | |
| | | S. Byrne ADU invoice & grant pmt submission, applicant tracker updates | | |
| | | RIP 6 month compliance checks with Abrams & Callander | | |
| | | MacKay & Glew Multi Unit call, application & emails | | |
| Total Hours | 65.50 | | Total Payment | \$3,930.00 |

Make all checks payable to Silver Fox Enterprises, LLC
Thank you for your business!

Silver Fox Enterprises, LLC
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