

**RESOLUTION 24-05**

**A RESOLUTION TO AUTHORIZE THE MAYOR TO SIGN A LETTER INITIATING  
EARLY TERMINATION OF THE CONTRACT BETWEEN THE CITY OF SPING HILL  
AND CINTAS CORPORATION**

**WHEREAS**, the City of Spring Hill and Board of Mayor and Aldermen approved a contract with Cintas Corporation for uniform and janitorial services by Resolution 20-105; and

**WHEREAS**, the contract was approved for a period of two (2) consecutive years along with a provision for up to a two one-year extension on September 21, 2020; and

**WHEREAS**, in Section 6 of Cintas rental and service agreement previously signed by the Mayor, it was stipulated that the agreement shall automatically renew for the same period unless Company is notified, to the contrary, in writing no more than 180 days, but no less than 90 days in advance of the expiration of the then current term; and

**WHEREAS**, the termination would be more than the 180 days stipulated in the rental agreement;

**WHEREAS**, City staff has repeatedly reached out to Cintas Corporation regarding numerous billing discrepancies and servicing issues with no prevail as detailed in Exhibits A, B and C attached hereto;

**WHEREAS**, due to the lack of response from Cintas Corporation, City staff recommend the Mayor to sign a letter for early termination of the contract.

**NOW, THEREFORE BE IT RESOLVED**, that the City of Spring Hill Board of Mayor and Aldermen:

1. Authorize the Mayor to sign a letter indicating intent to terminate the lease early with Cintas Corporation.
2. Authorize city staff to prepare and initiate the termination process.

**Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 5th day of February 2024.**

  
\_\_\_\_\_  
Jim Haganman, Mayor

ATTEST:

  
\_\_\_\_\_  
April Goad, City Recorder

LEGAL FORM APPROVED:

  
\_\_\_\_\_  
Patrick Carter, City Attorney



## STAFF MEMORANDUM

TO: Board of Mayor and Alderman  
FROM: Tyler Scroggins, Public Works Director  
DATE: January 16, 2024  
RE: Cinta's Corporation Contract

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### **PURPOSE:**

The purpose of this resolution is to authorize the mayor to sign a letter initiating early termination with Cintas Corporation.

### **BACKGROUND:**

The City of Spring Hill is currently in a lease agreement with Cintas Corporation for uniform and janitorial supply services. The current lease agreement expires on September 21, 2024. The contract with Cintas Corporation was to service numerous facilities and departments within the City for the period of two years with a provision for up to two one-year extensions, as shown on Exhibit C.

Since the signing of the contract, the City has encountered numerous billing discrepancies, funds being misappropriated, and servicing issues. To date, the city is continuously receiving weekly billing discrepancies as they relate to "invoice minimums" that have been regularly added to City invoices. The City is under one contract and the weekly "minimum fee" is met each week by the products and services that are delivered to Public Works and City Hall. The city should not be charged an "invoice minimum" fee for these services.

Not to mention the inconsistency of unit prices for certain items that are delivered to two separate locations. The unit price for the item delivered to City Hall is significantly higher than those at Public Works without explanation of justification. Most recently, an invoice was left at City Hall by the Cintas driver for items not received.

Exhibit A attached to this memo will reflect a timeline and email chains as it relates to the poor service and inconsistency of Cintas. Exhibit B attached will reflect the numerous letters and attachments sent to Cintas requesting the issues be rectified, with no prevail.

**RECOMMENDATION:**

Staff recommends approval of Resolution 24-05, to authorize the Mayor to sign a letter initiating early termination of the contract between the City of Spring Hill and Cintas Corporation.

**WOLAVER, CARTER & HEFFINGTON**  
ATTORNEYS AT LAW

T. JAKE WOLAVER  
PATRICK M. CARTER\*  
JULIE C. HEFFINGTON\*  
\*RULE 31 LISTED FAMILY MEDIATOR

809 SOUTH MAIN STREET  
COLUMBIA, TN 38401

PHONE (931) 548-0818  
FAX (931) 388-6717  
WEBSITE: mtlawgroup.net

October 19, 2023

Cintas Corporation  
Attn: General Manager  
3400 Briley Park Blvd N  
Nashville, TN 37207

RE: Contract Breach/Termination

To Whom it May Concern:

The undersigned represents the City of Spring Hill, Tennessee (the "City"). If you are represented by counsel, please forward this correspondence to him or her for response. The City has previously disputed weekly billing errors as they relate to the "invoice minimums" that have been regularly added to City invoices. The City has also disputed billing discrepancies as it relates to the unit price of items delivered to different locations. As previously stated in the last two correspondences, the City entered into "ONE" contract with Cintas dated October 14, 2020, which covers all services for the City.

To date, there are still numerous billing discrepancies for the services rendered at City Hall and Public Works. Weekly invoices are still reflecting an "invoice minimum" and the unit price for certain items are significantly higher for City Hall than those at Public Works.

Most recently, the City received a billing invoice for City Hall dated 09/25/2023, invoice number 4168810454 for items totaling over \$300.96, when in fact, the driver only exchanged two (2) dust mops and two (2) rugs which in no way totals the amount of the invoice and the City never received the remaining items that were reflected on the invoice. The referenced erroneous invoices are included as an exhibit hereto.

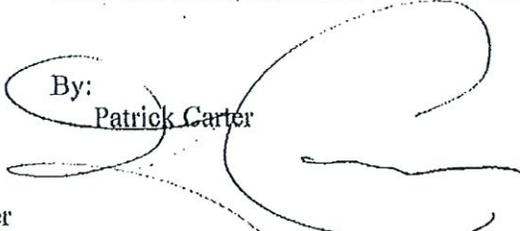
Additionally, the City has requested on multiple occasions that all materials and supplies be delivered to one location "Public Works". To date, this has not occurred.

Cintas is in breach of its contract with the City. If these issues are not addressed immediately in a manner satisfactory to the City, the City will move to terminate its contract with Cintas and proceed accordingly.

Cintas Corporation  
October 19, 2023  
Page 2

**Govern yourself accordingly.**

MIDDLE TENNESSEE LAW GROUP, PLLC  
D/B/A WOLAVER, CARTER & HEFFINGTON

By:   
Patrick Carter

Enclosures

cc: Michael Hunter, Service Manager

bcc: BOMA  
Pam Caskie, City Administrator



READY FOR THE WORKDAY™

WEAR YOUR CLOTHES RIGHT  
WITH US  
P.O. BOX 63921

WEAR & PAY YOUR CLOTHES ONLINE!  
HOW CINTAS WORKS FOR YOU

CONSUMER SERVICES  
800-975-6027

800-975-6027  
800-975-6027

EMPLOYEE

78 80: CITY OF SPRING HILL COMM HALL  
197 TOWN CENTER PARK  
SPRING HILL, TN 37174-3460

EMPLOYEE ID: 0663102128  
EMPLOYEE NAME: 07/31/2023  
CUSTOMER REF ID: CITY OF SPRING HILL

32 86: CITY OF SPRING HILL COMM HALL  
197 TOWN CENTER PARK  
SPRING HILL, TN 37174-3460

EMD ID #: 10631922  
EMD ID: 10631922  
EMPLOYEE STATUS: NEW TO EMD  
SSN: 006310002004  
CITY: 27 / DAY 1 / STATE 036

QUANTITY	DESCRIPTION	DESCRIPTION	UNIT	PRICE	TOTAL	TAX
01	30" ACYCLE SCROOPER	30" ACYCLE SCROOPER	EA	25.00	25.00	0.00
01	30" ACYCLE SCROOPER	30" ACYCLE SCROOPER	EA	25.00	25.00	0.00
02	30" XTEND DIRT DRYX	30" XTEND DIRT DRYX	EA	4.75	9.50	0.00
02	30" XTEND DIRT DRYX	30" XTEND DIRT DRYX	EA	7.375	14.75	0.00
02	30" XTEND DIRT DRYX	30" XTEND DIRT DRYX	EA	10.025	20.05	0.00
01	73" HOP FRAME	73" HOP FRAME	EA	0.500	0.50	0.00
01	73" DUST HOP	73" DUST HOP	EA	2.650	2.65	0.00
01	73" HOP LARGE	73" HOP LARGE	EA	3.115	3.115	0.00
01	73" HOP LARGE	73" HOP LARGE	EA	0.205	0.205	0.00
01	73" HOP LARGE	73" HOP LARGE	EA	3.355	3.355	0.00
01	73" HOP LARGE	73" HOP LARGE	EA	0.600	0.600	0.00
SUBTOTAL					129.95	0.00

WEAR  
YOUR  
CLOTHES

110-41800-53241

Account # / Object Code

Purchase Order #

8-10-23

TOTAL AMOUNT Partial Complete Date Approved 129.95

TEN ADMINISTRATIVE Department Head Signature

NET TOTAL

Billing Error  
See Attached

WEAR YOUR CLOTHES RIGHT WITH US P.O. BOX 63921 SPRING HILL, TN 37174-3460

WEAR & PAY YOUR CLOTHES ONLINE! HOW CINTAS WORKS FOR YOU 800-975-6027



READY FOR THE WORKDAY  
 CINTAS CORP  
 P.O. BOX 630921  
 CINCINNATI, OH 45263-0921

VIEW & PAY YOUR BILLS ONLINE:  
 WWW.CINTAS.COM/INVOICE

CUSTOMER SERVICE: 800-924-6022  
 EXTENSION 7000 615-727-7700

INVOICE

BY: CITY OF SPRING HILL TOWN HALL  
 197 TOWN CENTER DRIVE  
 SPRING HILL, TN 37174-2450

ISSUE DATE  
 EXPIRE DATE  
 CUSTOMER REF #

0165141376  
 07/17/2023  
 CITY OF SPRING HILL

BY: CITY OF SPRING HILL TOWN HALL  
 197 TOWN CENTER DRIVE  
 SPRING HILL, TN 37174-2450

SUB V# 0  
 PAYEE #  
 PAYMENT TERMS  
 SHT #  
 CANTAS HOUSE

10531932  
 10531932  
 NET 10 EOM  
 00310002004  
 25 / DAY 1 / STAY 033

ITEM #	DESCRIPTION	QTY	UNIT	PRICE	EXT	TAX	TOTAL
31910	3X5 ACTIVE SCHAPER	1	F	35.00	35.00		35.00
31910	3X5 ACTIVE SCHAPER	5	F	35.00	175.00		175.00
31910	3X5 XTRAC MAT MYS	2	F	4.750	9.50		9.50
31910	3X5 XTRAC MAT MYS	2	F	7.375	14.75		14.75
31920	3X10 XTRAC MAT MYS	3	F	10.830	32.49		32.49
31967	36" IMP FRAME-	3	F	0.500	1.50		1.50
32510	36" RUST IMP-	3	F	1.650	4.95		4.95
32850	NET IMP LARDE-	3	F	3.116	9.35		9.35
32707	TERRY TUNEL " QUOTE-	50	F	0.205	10.25		10.25
32700	TERRY TUNEL " QUOTE-	2	F	3.358	6.71		6.71
31928	WOOD DUST IMP HANDLE-	3	F	0.500	1.50		1.50
SUBTOTAL					129.94		129.94
							300.74
							60.00
							300.74

Billing Error  
 See Attached

110-41800-53241  
 Account # / Object Code  
 Purchase Order #  
 Partial Complete Data Approved  
 Department Head Signature

TOTAL DUESY.  
 TAX DUESY.  
 NET DUESY.



The Invoices listed for this customer are 60+ Days Past Due.

Location: [Redacted]  
Service Manager: [Redacted]

City: [Redacted] 27071 10591032 10591032 CITY OF SPRING HILL TOWN HALL

Invoice #	Past Due	Date	Invoice / Assignment #	Past Due Amount	Invoice Status	Att: Partner
2/13/1013			0213081019	41639155	120+ Days Past Due	Unpaid Invoice OSI O-C (Brittany Critten)
5/27/1023			9214597190	43621759	60 Days Past Due	Unpaid Invoice OSI O-C (Brittany Critten)
6/12/1013			9223110533	41981890	30 Days Past Due	Unpaid Invoice OSI O-C (Brittany Critten)
6/19/1013			9218211566	45901469	40 Days Past Due	Unpaid Invoice OSI O-C (Brittany Critten)
6/16/1013			011079507	41970378	30 Days Past Due	Unpaid Invoice OSI O-C (Brittany Critten)

# WARNING: PAST DUE

Dear Valued Customer,

Due to non-payment of the invoices listed above, your services will be discontinued on your next service if a payment is not received. Please reach out to our billing department as soon as possible to avoid service interruption. The AR partner responsible for your account is Brittany Critten. Please disregard this notification if your payment has already been submitted.

Thank you for allowing Cintas to help you get ready for the workday!

Respectfully,  
Accounts Receivable  
615-806-6358



April 20, 2023

Cintas Corporation  
Attn: General Manager  
3400 Briley Park Blvd N  
Nashville, TN 37207

RE: City of Spring Hill Invoices and Contract

To Whom it May Concern:

This letter is being written to dispute the weekly billing errors as it relates to the "invoice minimum" that has been added to the separate invoices for the City of Spring Hill. The City entered into a contract with Cintas dated October 14, 2020, which covers all services for the City.

We are currently receiving services at two separate locations and the invoices reflect an additional "invoice minimum charge" to ensure the weekly minimum charge of 75% of the charges on the initial invoice. This weekly minimum charge calculates to \$125.00 weekly.

The costs of the weekly invoices for both locations exceed the \$125.00 minimum, therefore the City has deducted the minimum charge from the previous payments made on the invoices and pursuant to the contract.

The City is not opposed to having all items delivered to the Public Works facility and distributing ourselves.

Please look into this apparent billing error and correct accordingly. We, therefore, request you to correct any billing errors in your system and issue credits for the additional minimum charges that were added to the account. Moreover, I expect that you will be extra careful with generating any future invoices.

Thank you for understanding and cooperating.

Sincerely,

Tyler Scroggins  
Public Works Director

cc: Michael Hunter, Service Manager



THE CITY OF SPRING HILL  
109 Town Center Parkway • Spring Hill, Tennessee 37174  
931-486-2262



STREET ADDRESS: 17501 PLYMOUTH RD  
 CINCINNATI, OH 45243-0921  
 P.O. BOX 430721  
 CINCINNATI, OH 45243-0921

OWNER & PAY TO THE ORDER OF: HILL GROVE COMMUNITY

ACCOUNT NUMBER: 00310002004  
 CREDIT FOR #

060-924-4827  
 615-227-7700

REFERENCE

BL 28: CITY OF SPRING HILL TOWN HALL  
 197 TOWN CENTER PKWY  
 SPRING HILL, TN 37174-2400

ISSUE # 416010454  
 ISSUE DATE 09/25/2027  
 ISSUES FOR \$ CITY OF SPRING HILL

BL 29: CITY OF SPRING HILL TOWN HALL  
 197 TOWN CENTER PKWY  
 SPRING HILL, TN 37174-2400

SOLD TO # 10531932  
 PAYEE \$ 10531932  
 PAYMENT TERMS NET 30 EOM  
 TERM # 00310002004  
 TERMS DATE 27 / DAY 1 / 2000 035

*\* Only Received Rugs & 2 dust mops \**

QUANTITY	DESCRIPTION	UNIT	EXCH	QTY	UNIT PRICE	LINE TOTAL	TAX	TOTAL
35	305 ACETONE SCRAPER	01	F	1	35.000	35.00		35.00
35	305 ACETONE SCRAPER	01	F	5	35.000	175.00		175.00
35	305 STROG DUT DRYE	01	F	2	4.750	9.50		9.50
35	306 STROG DUT DRYE	01	F	2	7.375	14.75		14.75
35	3010 STROG DUT DRYE	01	F	3	10.810	32.43		32.43
35	36" DUT TRAPE-	01	F	3	0.500	1.50		1.50
35	36" DUT DUT-	01	F	3	1.650	4.95		4.95
35	3750 NET DUT LARGE-	01	F	3	3.316	9.95		9.95
35	3750 FERRY TUBEL - WHITE-	01	F	50	0.205	10.25		10.25
35	3750 FERRY TUBEL - WHITE-	1	01	F	2	3.356		6.71
35	3872 DUT DUT DUT DUT-	01	F	3	0.500	1.50		1.50
SUBTOTAL						300.96		300.96
								300.96
								00.00
								300.96

TOTAL ADJUST. \_\_\_\_\_

Account # / Object Code \_\_\_\_\_ TAX ADJUST. \_\_\_\_\_

Purchase Order # \_\_\_\_\_ NET AMTAL \_\_\_\_\_

Partial Complete Date Approved \_\_\_\_\_

Department Head Signature \_\_\_\_\_

*\* Disputed didn't receive  
 All items \**



CINTAS EQUIPMENT TO:  
 CINTAS EQUIP  
 P.O. BOX 630993  
 SPRING HILL, TN 37174-0993

ORDER & PAY FROM BUCKS ONLINE:  
 WWW.CINTAS.COM/BUCKSONLINE

CUSTOMER SVC/DEALER  
 CINTAS FOR #

800-924-6027  
 615-227-7700

STATEMENT

JOB NO: CITY OF SPRING HILL, TN  
 100 CENTER PARK  
 SPRING HILL, TN 37174-0400

INVOICE # 4169476509  
 INVOICE DATE 10/02/2023  
 CUSTOMER REF # CITY OF SPRING HILL

BILL TO: CITY OF SPRING HILL, TN  
 100 CENTER PARK  
 SPRING HILL, TN 37174-0400

SOLD TO # 10531932  
 ORDER # 10531932  
 PAYMENT TERMS NET 30 EOM  
 TERM # 00510002004  
 CINTAS PART # 27 / DAY 1 / STD 035

QUANTITY	DESCRIPTION	UNIT	EXCH	QTY	UNIT PRICE	LINE TOTAL	TAX
1	325 DETACH SCRAPER	EA	F	1	35.000	35.00	H
1	325 DETACH SCRAPER	EA	F	1	35.000	35.00	H
2	355 STRAG HOT WIRE	EA	F	2	4.750	9.50	H
2	355 STRAG HOT WIRE	EA	F	2	7.375	14.75	H
3	355 STRAG HOT WIRE	EA	F	3	10.810	32.43	H
3	35" HOT WIRE	EA	F	3	0.500	1.50	H
3	35" HOT WIRE	EA	F	3	1.650	4.95	H
3	HOT WIRE LARGE	EA	F	3	3.116	9.35	H
50	TERRY TUBEL - BRICE	EA	F	50	0.205	10.25	H
2	TERRY TUBEL - BRICE	EA	F	2	3.356	6.71	H
3	HOT DUST HOT HANDLE	EA	F	3	0.500	1.50	H
SUBTOTAL						300.96	
DISCOUNT						300.96	
TAX						(0.00)	
TOTAL DUE						300.96	

Account # / Object Code \_\_\_\_\_ NETS. ADJUST. \_\_\_\_\_  
 Purchase Order # \_\_\_\_\_ FOR ADJUST. \_\_\_\_\_  
 Partial  Complete  Date Approved 10/2/23 NET TOTAL \_\_\_\_\_  
 Department Head Signature *[Signature]*

Dispute \*  
 wrong price

ESTABLISHMENT CURRENT: 2203.00 PAY RATE: 1059.23 30 DAYS: 904.96 60 DAYS: 726.20 90+ DAYS: 412.27

OR CALL: 800-924-6027 DIRECT CORRESPONDENCE: CINTAS CORPORATION 80051 / 3400 BUCKLEY PARK BLVD. N. / ROSHARON, TN 37207



REMIT PAYMENT TO:  
 CINTAS CORP  
 P.O. BOX 630921  
 CINCINNATI, OH 45263-0921

VIEW & PAY YOUR BILLS ONLINE:  
 WWW.CINTAS.COM/MYACCOUNT

CUSTOMER SVC/BILLING 800-824-8827  
 CINTAS FAX # 616-227-7700

# INVOICE

SHIP TO: CITY OF SPRING HILL TOWN HALL  
 189 TOWN CENTER PKWY  
 SPRING HILL, TN 37174-2460

INVOICE # 4170876882  
 INVOICE DATE 10/18/2023  
 SERVICE TICKET # 4170876882  
 CUSTOMER REF # CITY OF SPRING HILL

BILL TO: CITY OF SPRING HILL TOWN HALL  
 189 TOWN CENTER PKWY  
 SPRING HILL, TN 37174-2460

SOLD TO # 10531032  
 PAYER # 10531032  
 PAYMENT TERMS NET 10 EOM  
 SORT # 00610002004  
 CINTAS ROUTE 27 / DAY 1 / STOP 035

EMP//LOCK#	MATERIAL	DESCRIPTION	FREQ	EXCH	QTY	UNIT PRICE	LINE TOTAL	TAX
	X10184	3X6 ACTIVE SCRAPER	01	F	1	35.000	35.00	N
	X10184	3X6 ACTIVE SCRAPER	01	F	5	35.000	175.00	N
	X10189	3X6 XTRAC MAT ONYX	01	F	2	4.750	9.50	N
	X10192	4X6 XTRAC MAT ONYX	01	F	2	7.375	14.75	N
	X10202	3X10 XTRAC MAT ONYX	01	F	3	10.810	32.43	N
	X1947	38" MOP FRAME-	01	F	3	0.500	1.50	N
	X2590	36" DUST MOP-	01	F	3	1.658	4.97	N
	X2850	WET MOP LARGE-	01	F	3	3.116	9.35	N
	X2700	TERRY TOWEL - WHITE-	01	F	60	0.205	10.25	N
	X2700	TERRY TOWEL - WHITE-	L 01	F	2	3.350	6.71	N
	X6924	WOOD DUST MOP HANDLE-	01	F	3	0.500	1.50	N
		SUBTOTAL					300.00	
		SUBTOTAL					300.98	
		TAX					0.00	
		TOTAL USD					300.98	

Signature:

Blank  
 4010:80151111 401:41001111  
 (N/8888) 11:1111

UTS BM

Disputed - if wrong  
 Unit Price



REMIT PAYMENT TO:  
 CINTAS CORP  
 P.O. BOX 630921  
 CINCINNATI, OH 45263-0921

VIEW & PAY YOUR BILLS ONLINE:  
 WWW.CINTAS.COM/MYACCOUNT

CUSTOMER SVC/BILLING 888-924-8827  
 CINTAS FAX # 615-227-7700

# INVOICE

SHIP TO: CITY OF SPRING HILL TOWN HALL  
 109 TOWN CENTER PKWY  
 SPRING HILL, TN 37174-2460

INVOICE # 4170075682  
 INVOICE DATE 10/10/2023  
 SERVICE TICKET # 4170075682  
 CUSTOMER REF # CITY OF SPRING HILL

BILL TO: CITY OF SPRING HILL TOWN HALL  
 109 TOWN CENTER PKWY  
 SPRING HILL, TN 37174-2480

SOLD TO # 10531932  
 PAYER # 10531932  
 PAYMENT TERMS NET 10 EOM  
 SORT # 00610002884  
 CINTAS ROUTE 27 / DAY 1 / STOP 035

EMP#/LOCK#	MATERIAL	DESCRIPTION	FREQ	EXCH	QTY	UNIT PRICE	LINE TOTAL	TAX
	X10184	3X5 ACTIVE SCRAPER	01	F	1	35.000	35.00	N
	X10184	3X6 ACTIVE SCRAPER	01	F	5	35.000	175.00	N
	X10189	3X5 XTRAC MAT ONYX	01	F	2	4.750	9.50	N
	X10192	4X8 XTRAC MAT ONYX	01	F	2	7.375	14.75	N
	X10202	3X10 XTRAC MAT ONYX	01	F	3	10.810	32.43	N
	X1947	36" MOP FRAME-	01	F	3	0.500	1.50	N
	X2590	36" DUST MOP-	01	F	3	1.650	4.97	N
	X2850	WET MOP LARGE-	01	F	3	3.110	9.35	N
	X2700	TERRY TOWEL - WHITE-	01	F	50	0.205	10.25	N
	X2700	TERRY TOWEL - WHITE-	L 01	F	2	3.355	6.71	N
	X8824	WOOD DUST MOP HANDLE-	01	F	3	0.500	1.50	N
SUBTOTAL							300.96	
SUBTOTAL							300.96	
TAX							0.00	
TOTAL USD							300.96	

Signature :

Hebert D  
 10/10/2023 10:11:23 AM

Invoice Total Printed As of  
 300.96 0.00  
 10/10/2023 10:11:23 AM

UTS BM

Disputed a wrong unit price



FOR NON-PAYMENT CORRESPONDENCE:  
 CINTAS CORPORATION #0051 0051  
 3400 BRILEY PARK BLVD. N.  
 NASHVILLE TN 37207  
 US

PAYMENT INQUIRY # 000-924-8027  
 SERVICE QUESTIONS # 000-924-8027

### ACCOUNT STATEMENT

TO VIEW AND PAY YOUR BILLS  
 ONLINE VISIT:  
 WWW.CINTAS.COM/MYACCOUNT

2147915 01AB0537 \*AUTO 100 0809 37174-246099 -C02-146072- 2



CITY OF SPRING HILL TOWN HALL  
 199 TOWN CENTER PKWY  
 SPRING HILL TN 37174-2460

PAYER # 18531932  
 STATEMENT DATE 09/30/2023



DATE	DUPLICATE	DESCRIPTION	REFERENCE	AMOUNT DUE	DUE DATE
02/13/2023	18531932		4148393155	\$ 125.00	03/10/2023
05/22/2023	18531932		4156217606	\$ 287.27	08/10/2023
08/12/2023	18531932		4158310989	\$ 212.62	07/10/2023
06/19/2023	18531932		4159014699	\$ 300.98	07/10/2023
06/26/2023	18531932		4159709751	\$ 212.62	07/10/2023
07/03/2023	18531932		4160449651	\$ 300.98	08/10/2023
07/10/2023	18531932		4161095842	\$ 171.00	08/10/2023
07/17/2023	18531932		4161761376	\$ 171.00	08/10/2023



Page 1 of 3

For fast and accurate processing, please detach and enclose ALL of the below coupons with your payment

PAYER # 18531932  
 CITY OF SPRING HILL TOWN HALL  
 199 TOWN CENTER PKWY  
 SPRING HILL TN 37174-2460

TOTAL DUE	PAYMENT AMOUNT
\$ 4,256.44	

Paid on Invoice below? Thank you, allow 5-10 days processing

DATE	DUE DATE	REFERENCE	AMOUNT
02/13/2023	03/10/2023	4148393155	\$ 125.00
05/22/2023	08/10/2023	4156217606	\$ 287.27
08/12/2023	07/10/2023	4158310989	\$ 212.62
06/19/2023	07/10/2023	4159014699	\$ 300.98
06/26/2023	07/10/2023	4159709751	\$ 212.62
07/03/2023	08/10/2023	4160449651	\$ 300.98
07/10/2023	08/10/2023	4161095842	\$ 171.00
07/17/2023	08/10/2023	4161761376	\$ 171.00

PLEASE REMIT PAYMENT TO:  
 CINTAS CORP  
 P.O. BOX 630921  
 CINCINNATI OH 45263-0921



22CIN 10-4667  
 5209-02-51-21-4731 5-0001-01 92839



FOR NON-PAYMENT CORRESPONDENCE:  
 CINTAS CORPORATION #0051 0051  
 3400 BRILEY PARK BLVD. N.  
 NASHVILLE TN 37207  
 US

PAYMENT INQUIRY # 888-924-6827  
 SERVICE QUESTIONS # 888-924-6827

## ACCOUNT STATEMENT

TO VIEW AND PAY YOUR BILLS  
 ONLINE VISIT:  
 WWW.CINTAS.COM/MYACCOUNT

CITY OF SPRING HILL TOWN HALL  
 199 TOWN CENTER PKWY  
 SPRING HILL TN 37174-2460

PAYER # 18531932  
 STATEMENT DATE 09/30/2023

DATE	HOLD TO	DESCRIPTION	REFERENCE	AMOUNT DUE	DUE DATE
07/24/2023	18531932		4162467124	\$ 171.00	08/10/2023
07/31/2023	18531932		4163142328	\$ 171.00	08/10/2023
08/07/2023	18531932		4163009591	\$ 171.00	09/10/2023
08/14/2023	18531932		4164596739	\$ 300.96	09/10/2023
08/21/2023	18531932		4165290838	\$ 300.96	09/10/2023
08/28/2023	18531932		4165949226	\$ 286.21	09/10/2023
09/05/2023	18531932		4166693703	\$ 171.00	10/10/2023
09/11/2023	18531932		4167392523	\$ 300.96	10/10/2023



Page 2 of 3

For fast and accurate processing, please detach and enclose ALL of the below coupons with your payment

PAYER # 18531932  
 CITY OF SPRING HILL TOWN HALL  
 199 TOWN CENTER PKWY  
 SPRING HILL TN 37174-2460

TOTAL DUE	PAYMENT AMOUNT
\$ 4,256.44	

Paid an invoice below? Thank you, allow 6-10 days processing

DATE	DUE DATE	REFERENCE	AMOUNT
07/24/2023	08/10/2023	4162467124	\$ 171.00
07/31/2023	08/10/2023	4163142328	\$ 171.00
08/07/2023	09/10/2023	4163009591	\$ 171.00
08/14/2023	09/10/2023	4164596739	\$ 300.96
08/21/2023	09/10/2023	4165290838	\$ 300.96
08/28/2023	09/10/2023	4165949226	\$ 286.21
09/05/2023	10/10/2023	4166693703	\$ 171.00
09/11/2023	10/10/2023	4167392523	\$ 300.96

PLEASE REMIT PAYMENT TO:  
 CINTAS CORP  
 P.O. BOX 630921  
 CINCINNATI OH 45263-0921

888-924-6827  
 1-800-333-2147  
 1-800-333-0728



FOR NON-PAYMENT CORRESPONDENCE:  
 CINTAS CORPORATION #0051 0051  
 3400 BRILEY PARK BLVD. N.  
 NASHVILLE TN 37207  
 US

PAYMENT INQUIRY # 888-924-6827  
 SERVICE QUESTIONS # 888-924-6827

## ACCOUNT STATEMENT

TO VIEW AND PAY YOUR BILLS  
 ONLINE VISIT:  
 WWW.CINTAS.COMMYACCOUNT

CITY OF SPRING HILL TOWN HALL  
 199 TOWN CENTER PKWY  
 SPRING HILL, TN 37174-2460

PAYER # 18531932  
 STATEMENT DATE 09/30/2023

DATE	BOLE TO	DESCRIPTION	REFERENCE	AMOUNT	DUPLICATE	DUPLICATE DATE
09/18/2023	18531932		4188044659	\$ 300.96		10/10/2023
09/25/2023	18531932		4188810454	\$ 300.96		10/10/2023
Summary						
CURRENT	1-30 DAYS	31-60 DAYS	61-90 DAYS	91+ DAYS	TOTAL DUE	
\$1,073.88	\$1,059.13	\$904.96	\$720.20	\$412.27	\$4,256.44	



Page 3 of 3

For fast and accurate processing, please detach and enclose ALL of the below coupons with your payment

PAYER # 18531932  
 CITY OF SPRING HILL TOWN HALL  
 199 TOWN CENTER PKWY  
 SPRING HILL, TN 37174-2460

TOTAL DUE	PAYMENT AMOUNT
\$ 4,256.44	

Paid an invoice below? Thank you, allow 5-10 days processing

DATE	DUPLICATE DATE	REFERENCE	AMOUNT
09/18/2023	10/10/2023	4188044659	\$ 300.96
09/25/2023	10/10/2023	4188810454	\$ 300.96

PLEASE REMIT PAYMENT TO:  
 CINTAS CORP  
 P.O. BOX 600921  
 CINCINNATI OH 45263-0921

888-924-6827  
 888-924-6827  
 888-924-6827



RENTY PAYMENT TO:  
 CERTAS CORP  
 P.O. BOX 430921  
 CINCINNATI, OH 45263-0921

WHERE TO PAY YOUR BILLS ONLINE:  
 WWW.CERTAS.COM/ACCOUNT

CUSTOMER SVC/CENTRAL  
 CERTAS FAX #

800-224-6827  
 615-227-7700

**XEROX**

REF NO: SPRING HILL PUBLIC WORKS  
 3093 HANLON MOORE ROAD  
 SPRING HILL, TN 37174

ISSUANCE # 4171246441  
 ISSUANCE DATE 10/10/2023  
 CUSTOMER REF # CITY OF SPRINGHILL

ILL. NO: SPRING HILL PUBLIC WORKS  
 3093 HANLON MOORE ROAD  
 SPRING HILL, TN 37174

SOLD TO # 10151141  
 PAYER # 10151141  
 PAYMENT TERMS NET 10 EOM  
 SORT # 00520002006  
 CERTAS ROUTE 54 / DAY 3 / STOP 010

AMOUNT	DESCRIPTION	QTY	UNIT PRICE	LINE TOTAL TAX
820204	385 ACTIVE SCRAPER	01	6.500	6.50 N
82169	38 SHIP TOL - BLDE-	01	10.70	10.70 N
82570	24" DUST HOP-	01	3.09	3.09 N
804335	385 BLACK HAY	01	13.40	13.40 N
001	8270 CARBON PARTS/HAVY-00034	01	3.50	3.50 N
001	859935 WF SHR/HAVY/CHFT/RT STR/SS-ROOON	01	4.76	4.76 N
001	859970 PRH LHO JKT/HVY RFLCTV TP-00NLS	01	1.52	1.52 N
002	BLAKE BLKND 300TWTAL - 9.86			
002	8270 CARBON PARTS/HAVY-04236	01	3.50	3.50 N
002	859935 WF SHR/HAVY/CHFT/RT STR/LS-2XLLS	01	2.40	2.40 N
002	859935 WF SHR/HAVY/CHFT/RT STR/SS-LJ22L	01	2.17	2.17 N
002	859970 PRH LHO JKT/HVY RFLCTV TP-2XLLS	01	1.52	1.52 N
002	BLAKE BLKND 300TWTAL - 9.87			
003	8270 CARBON PARTS/HAVY-03234	01	3.50	3.50 N
003	859935 WF SHR/HAVY/CHFT/RT STR/SS-ROOON	01	4.76	4.76 N
003	859970 PRH LHO JKT/HVY RFLCTV TP-00NLS	01	1.52	1.52 N
003	BLAKE BLKND 300TWTAL - 9.86			
003	8270 CARBON PARTS/HAVY-04236	01	3.50	3.50 N
003	MICHAEL STEPHENS 300TWTAL - 3.50			
021	8270 CARBON PARTS/HAVY-03032	01	3.50	3.50 N
021	859935 WF SHR/HAVY/CHFT/RT STR/SS-LJ08L	01	4.76	4.76 N
021	859970 PRH LHO JKT/HVY RFLCTV TP-00NLS	01	1.52	1.52 N
021	BLAKE BLKND 21 300TWTAL - 9.86			
SUBTOTAL				77.60

SUBTOTAL  
 ISSUANCE DEDUCTION  
 TAX  
 TOTAL DSD

77.60  
~~47.00~~  
~~60.00~~  
~~125.00~~  
**77.60**



**WOLAVER, CARTER & HEFFINGTON**  
ATTORNEYS AT LAW

T. JAKE WOLAVER  
PATRICK M. CARTER\*  
JULIE C. HEFFINGTON\*  
\*RULE 31 LISTED FAMILY MEDIATOR

809 SOUTH MAIN STREET  
COLUMBIA, TN 38401

PHONE (931) 548-0818  
FAX (931) 388-6717  
WEBSITE: mtlawgroup.net

August 10, 2023

**CERTIFIED MAIL; RETURN RECEIPT REQUESTED**

Cintas Corporation  
Attn: General Manager  
3400 Briley Park Blvd N  
Nashville, TN 37207

RE: City of Spring Hill Billing Discrepancies – FINAL REQUEST

To Whom it May Concern:

The undersigned represents the City of Spring Hill, Tennessee. If you are represented by counsel, please forward this correspondence to him or her for response. The City previously disputed weekly billing errors as they related to the "invoice minimums" that have been regularly added to City invoices. As previously stated, the City entered into "ONE" contract with Cintas dated on October 14, 2020, which covers all services for the City.

To date, there are still numerous billing discrepancies for Cintas' services at City Hall and Public Works. Weekly invoices are still reflecting an "invoice minimum" and the unit price for certain items are significantly higher for City Hall than those at Public Works without explanation or justification.

Additionally, the City has requested that all materials and supplies be delivered to one location "Public Works". To date, this has not occurred.

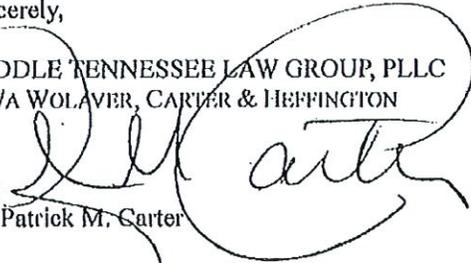
This is the City's final request for Cintas to correct the billing errors and adjust the City's account accordingly.

Enclosed are copies of the incorrect invoices. The City expects Cintas to promptly address this matter.

**Govern yourself accordingly.**

Sincerely,

MIDDLE TENNESSEE LAW GROUP, PLLC  
D/B/A WOLAVER, CARTER & HEFFINGTON

By:   
Patrick M. Carter

cc: Michael Hunter, Service Manager  
City of Spring Hill/Pam Caskie, City Administrator

Attachments: Letter dated April 20, 2023, and invoices



April 20, 2023

Cintas Corporation  
Attn: General Manager  
3400 Briley Park Blvd N  
Nashville, TN 37207

RE: City of Spring Hill Invoices and Contract

To Whom it May Concern:

This letter is being written to dispute the weekly billing errors as it relates to the "invoice minimum" that has been added to the separate invoices for the City of Spring Hill. The City entered into a contract with Cintas dated October 14, 2020, which covers all services for the City.

We are currently receiving services at two separate locations and the invoices reflect an additional "invoice minimum charge" to ensure the weekly minimum charge of 75% of the charges on the initial invoice. This weekly minimum charge calculates to \$125.00 weekly.

The costs of the weekly invoices for both locations exceed the \$125.00 minimum, therefore the City has deducted the minimum charge from the previous payments made on the invoices and pursuant to the contract.

The City is not opposed to having all items delivered to the Public Works facility and distributing ourselves.

Please look into this apparent billing error and correct accordingly. We, therefore, request you to correct any billing errors in your system and issue credits for the additional minimum charges that were added to the account. Moreover, I expect that you will be extra careful with generating any future invoices.

Thank you for understanding and cooperating.

Sincerely,

Tyler Scroggins  
Public Works Director

cc: Michael Hunter, Service Manager



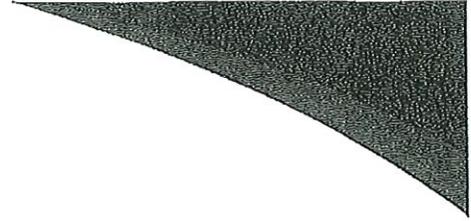
THE CITY OF SPRING HILL

199 Town Center Parkway • Spring Hill, Tennessee 37174

931-486-2252

[www.springhilltn.org](http://www.springhilltn.org)





April 20, 2023

Cintas Corporation  
Attn: General Manager  
3400 Briley Park Blvd N  
Nashville, TN 37207

RE: City of Spring Hill Invoices and Contract

To Whom it May Concern:

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Thank you for understanding and cooperating.

Sincerely,

Tyler Scroggins  
Public Works Director

cc: Michael Hunter, Service Manager



THE CITY OF SPRING HILL

199 Town Center Parkway • Spring Hill, Tennessee 37174

931-486-2252

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY																
<ul style="list-style-type: none"> <li>Complete items 1, 2, and 3.</li> <li>Print your name and address on the reverse so that we can return the card to you.</li> <li>Attach this card to the back of the mailpiece, or on the front if space permits.</li> </ul>	<p>A. Signature <input type="checkbox"/> Agent <input checked="" type="checkbox"/> Address</p> <p>B. Received by (Printed Name) <input type="checkbox"/> C. Date of Delivery</p>																
<p>1. Article Addressed to:</p> <p>Cintas Corporation Attn: Michael Hunter 3400 Briley Park Blvd N Nashville, TN 37207</p>  <p>9590 9402 6783 1074 3373 02</p>	<p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p>																
<p>2. Article Number (Transfer from service label)</p> <p>7017 2400 0000 7137 8427</p>	<p>3. Service Type</p> <table border="0"> <tr> <td><input type="checkbox"/> Adult Signature</td> <td><input type="checkbox"/> Priority Mail Express®</td> </tr> <tr> <td><input type="checkbox"/> Adult Signature Restricted Delivery</td> <td><input type="checkbox"/> Registered Mail™</td> </tr> <tr> <td><input checked="" type="checkbox"/> Certified Mail®</td> <td><input type="checkbox"/> Registered Mail Restricted Delivery</td> </tr> <tr> <td><input type="checkbox"/> Certified Mail Restricted Delivery</td> <td><input checked="" type="checkbox"/> Signature Confirmation™</td> </tr> <tr> <td><input type="checkbox"/> Collect on Delivery</td> <td><input type="checkbox"/> Signature Confirmation Restricted Delivery</td> </tr> <tr> <td><input type="checkbox"/> Collect on Delivery Restricted Delivery</td> <td><input type="checkbox"/> Restricted Delivery</td> </tr> <tr> <td><input type="checkbox"/> Insured Mail</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Insured Mail Restricted Delivery (over \$500)</td> <td></td> </tr> </table>	<input type="checkbox"/> Adult Signature	<input type="checkbox"/> Priority Mail Express®	<input type="checkbox"/> Adult Signature Restricted Delivery	<input type="checkbox"/> Registered Mail™	<input checked="" type="checkbox"/> Certified Mail®	<input type="checkbox"/> Registered Mail Restricted Delivery	<input type="checkbox"/> Certified Mail Restricted Delivery	<input checked="" type="checkbox"/> Signature Confirmation™	<input type="checkbox"/> Collect on Delivery	<input type="checkbox"/> Signature Confirmation Restricted Delivery	<input type="checkbox"/> Collect on Delivery Restricted Delivery	<input type="checkbox"/> Restricted Delivery	<input type="checkbox"/> Insured Mail		<input type="checkbox"/> Insured Mail Restricted Delivery (over \$500)	
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<input type="checkbox"/> Collect on Delivery	<input type="checkbox"/> Signature Confirmation Restricted Delivery																
<input type="checkbox"/> Collect on Delivery Restricted Delivery	<input type="checkbox"/> Restricted Delivery																
<input type="checkbox"/> Insured Mail																	
<input type="checkbox"/> Insured Mail Restricted Delivery (over \$500)																	
<p>PS Form 3811, July 2020 PSN 7530-02-000-9053 <span style="float: right;">Domestic Return Receipt</span></p>																	

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY																
<ul style="list-style-type: none"> <li>Complete items 1, 2, and 3.</li> <li>Print your name and address on the reverse so that we can return the card to you.</li> <li>Attach this card to the back of the mailpiece, or on the front if space permits.</li> </ul>	<p>A. Signature <input type="checkbox"/> Agent <input checked="" type="checkbox"/> Address</p> <p>B. Received by (Printed Name) <input type="checkbox"/> C. Date of Delivery</p>																
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<p>PS Form 3811, July 2020 PSN 7530-02-000-9053 <span style="float: right;">Domestic Return Receipt</span></p>																	



WEIGHT ESTIMATED TO:  
 CINTAS CHG  
 P.O. BOX 330721  
 CINCINNATI, OH 45267-0721

ORDER & PAY FROM SCHOOL DISTRICT:  
 HUN. DISTRICTS, CINCINNATI

CUSTOMER SERVICE NUMBER:  
 888-924-6027

ORDER #  
 625-227-7700

**INVOICE**

1<sup>st</sup> IN: SP326G HILL POLICE HQRKZ  
 1023 HARRISON AVENUE RHD05  
 SPRING HILL, TN 37174

INVOICE # 4164143567  
 INVOICE DATE 06/09/2023  
 CUSTOMER REF # CITY OF SPRINGHILL

14 IN: SP326G HILL POLICE HQRKZ  
 1023 HARRISON AVENUE RHD05  
 SPRING HILL, TN 37174

SOLD TO # 10153142  
 BUYER # 10153341  
 PAYMENT YES/NO NET 10 EOM  
 SHIP # 00510002006  
 CINTAS ROUTE SA / DAY 3 / STOP 000

PR/PLANT	MARKING	DESCRIPTION	QTY	UNIT	PRICE	AMOUNT	TAXES	TOTAL	YDR
	310256	2XS RETXVE SKINPER	01	F	6.500	6.50		6.50	H
	32119	SH SHIRT TRL - BLUE-	01	F	10.70	10.70		10.70	H
	32570	24" DUST HOP-	01	F	3.89	3.89		3.89	H
	344325	3XS BLACK HOY	01	F	13.40	13.40		13.40	H
02	4270	CORGR PANTS/NAVY-02034	01	F	3.58	3.58		3.58	H
01	32253E	OF SHIRT/NAVY/CHEF/REF STR/SS-ROD0H	01	F	4.76	4.76		4.76	H
01	329770	PRN LND JKT/NAVY REFLECTV TP-00HLS	01	F	1.52	1.52		1.52	H
01	BLACK BELT/STANDARD - P.06								
02	4270	CORGR PANTS/NAVY-04236	01	F	3.58	3.58		3.58	H
03	32253E	OF SHIRT/NAVY/CHEF/REF STR/LS-23L1S	01	F	2.60	2.60		2.60	H
02	32253E	OF SHIRT/NAVY/CHEF/REF STR/SS-1J2XL	01	F	2.17	2.17		2.17	H
02	329770	PRN LND JKT/NAVY REFLECTV TP-23L1S	01	F	1.52	1.52		1.52	H
02	BLACK BELT/STANDARD - P.06								
03	4270	CORGR PANTS/NAVY-03234	01	F	3.58	3.58		3.58	H
02	32253E	OF SHIRT/NAVY/CHEF/REF STR/SS-ROD0H	01	F	4.76	4.76		4.76	H
03	329770	PRN LND JKT/NAVY REFLECTV TP-00HLS	01	F	1.52	1.52		1.52	H
02	BLACK BELT/STANDARD - P.06								
02	4270	CORGR PANTS/NAVY-04236	01	F	3.58	3.58		3.58	H
02	BLACK BELT/STANDARD - P.06								
23	4270	CORGR PANTS/NAVY-03032	01	F	3.58	3.58		3.58	H
23	32253E	OF SHIRT/NAVY/CHEF/REF STR/SS-LJ0XL	01	F	4.76	4.76		4.76	H
21	329770	PRN LND JKT/NAVY REFLECTV TP-00HLS	01	F	1.52	1.52		1.52	H
20	BLACK BELT/STANDARD - P.06								
SUBTOTAL						77.60		77.60	
DISCOUNT									
TAXES/FEES/CHARGES									
TAX									
TOTAL DUE						77.60		77.60	H

77<sup>00</sup>



READY FOR THE WORKDAY™

SEMI-ANNUAL RPT:  
CINTAS CORP  
P.O. BOX 630921

WELCH & HAY YARD BLDG. OVERLAP  
1000 CINTAS CENTER DRIVE

CUSTOMER SUPPORT  
CINTAS FAX 0

888-924-6827  
635-227-7700

INVOICE

TO: CITY OF SPRING HILL TOWN HALL  
ATTN: JOHN CARTER PEHR  
30000 HILL, PO 27174-2460

INVOICE # 4263142329  
ISSUE DATE 07/31/2023  
CUSTOMER REF # CITY OF SPRING HILL

TO: CITY OF SPRING HILL TOWN HALL  
ATTN: JOHN CARTER PEHR  
30000 HILL, PO 27174-2460

BILL # 10631932  
ORDER # 10631932  
PAYMENT TERMS NET 30 EOM  
SERIAL # 00010002004  
CINTAS ORDER 27 / DAY 1 / STOP 036

QUANTITY	DESCRIPTION	DESCRIPTION	UNIT	PRICE	LINE	TAX
1	300	300	01	F	1	25.00
5	300	300	01	F	5	175.00
2	300	300	01	F	2	7.50
2	300	300	01	F	2	7.75
3	300	300	01	F	3	30.00
3	300	300	01	F	3	0.50
9	300	300	01	F	9	1.65
3	300	300	01	F	3	3.15
50	300	300	01	F	50	0.205
2	300	300	01	F	2	3.35
3	300	300	01	F	3	0.50
SUBTOTAL					129.96	200.00

ISSUED  
DATE  
REVISION

110-41800-53241  
Account # / Object Code  
Purchase Order #

Billing Error  
See Attached

TOTAL APPROVED Partial Complete Date Approved 8-10-23 129.96  
Department Head Signature

NET TOTAL

NET 30 DAYS: 129.96 NET 60 DAYS: 129.96 NET 90 DAYS: 129.96

BY: CINTAS CORPORATION 1000 CINTAS CENTER DRIVE / 3400 BOXLEY PARK BLVD. N. / DASHVILLE, TN 37209



RENTAL PURCHASE TO:  
 CINTAS EMP  
 P.O. BOX 680921  
 CINCINNATI, OH 45263-0921

WHEN & HOW YOUR BILLS DELIVER:  
 HQ1, CINTAS, OH/INDIANNA

CUSTOMER SVC. CALLING  
 CENTER FOR #

800-924-6827  
 615-277-7700

INVOICE

TO: CITY OF SPRING HILL TOWN HALL  
 100 TOWN CENTER PKWY  
 SPRING HILL, TN 37174-2460

INVOICE # 4162457124  
 INVOICE DATE 07/24/2023  
 CUSTOMER REF # CITY OF SPRING HILL

FROM: CITY OF SPRING HILL TOWN HALL  
 100 TOWN CENTER PKWY  
 SPRING HILL, TN 37174-2460

SOLD TO # 10531932  
 PAYER # 18531932  
 PAYMENT TERMS NET 10 END  
 SHRT # 00510002094  
 CINTAS ROUTE 27 / DAY 1 / STOP 030

ITEM #	DESCRIPTION	QTY	UNIT PRICE	TAX	TOTAL TAX
810104	3XS ACTIVE SCRAPER	1	35.000	0.00	35.00
810104	3XS ACTIVE SCRAPER	5	35.000	0.00	175.00
810188	2XS XTRAC HOT DRYX	2	4.750	0.00	9.50
810192	4XA XTRAC HOT DRYX	2	7.375	0.00	14.75
810202	3XL XTRAC HOT DRYX	3	10.000	0.00	30.00
81967	36" HOP HANDLE	0	0.500	0.00	0.00
82500	36" BUSY HOP	3	1.650	0.00	4.95
82650	KEY HOP LARGE	3	3.116	0.00	9.35
82700	TERRY TUBEL - WHITE	50	0.205	0.00	10.25
82700	TERRY TUBEL - WHITE	2	3.350	0.00	6.70
86924	WHD BUSY HOP HANDLE	3	0.500	0.00	1.50
SUBTOTAL					300.95

SUBTOTAL  
 TAX  
 TOTAL DUE

129.96  
 0.00  
 129.96

Billing Error  
 See Attached

TOTAL ADJUST.

TAX ADJUST.

NET TOTAL

110-41810-53241

Account # / Object Code

Purchase Order #

Partial Complete Date Approved

Department Head Signature

RB

STANBY TOTAL CURRENT: 902.00 PAST DUE: 726.20 30 DAYS: 397.25 60 DAYS: 67.50 90+ DAYS: 106.60

IF YOU HAVE ANY QUESTIONS OR NEED ASSISTANCE, PLEASE CONTACT CINTAS CORPORATION 40051 / 3400 WEXLEY PARK BLVD. N. / NASHVILLE, TN 37207



NEWLY PRINTED ON: 40% & FWT VALUE BASED INVOICE: CUSTOMER SUB/ORDER NO: 606-424-6627  
 CINTAS CORP: MAIL CINTAS.COM/INVOICE: CREDIT TAX # 615-227-7700  
 P.O. BOX 630921  
 CINCINNATI, OH 45263-0921

**INVOICE**

ATTN: CITY OF SPRING HILL TOUR HALL  
 197 TOUR CENTER PKWY  
 SPRING HILL, TN 37174-2450

INVOICE # 6151761776  
 INVOICE DATE 07/17/2023  
 CUSTOMER REF # CITY OF SPRING HILL

ATTN: CITY OF SPRING HILL TOUR HALL  
 197 TOUR CENTER PKWY  
 SPRING HILL, TN 37174-2450

SALES TO # 10331932  
 PAYEE # 18631932  
 PAYMENT TERMS NET 10 EOM  
 SUB # 02510002804  
 CINTAS ROUTE 21 / DAY 1 / STAP 038

QUANTITY	DESCRIPTION	PRICE	EXCH	QTY	UNIT PRICE	LINE TOTAL	TAX
01	3X5 ACTIVE SCRAPER	35.00	F	1	35.00	35.00	32.4
01	3X5 ACTIVE SCRAPER	35.00	F	5	35.00	175.00	N
01	3X5 STRAC HAY RACK	4.750	F	2	4.750	9.50	N
01	4X6 STRAC HAY RACK	7.375	F	2	7.375	14.75	N
01	3X3 STRAC HAY RACK	10.850	F	3	10.850	32.55	N
01	33" HOP FRAME	0.500	F	3	0.500	1.50	N
01	36" RUST HOP	1.850	F	3	1.850	4.97	N
01	NET HOP LARGE	3.116	F	3	3.116	9.35	N
01	FERRY TIREL - WHITE	0.205	F	50	0.205	10.25	N
01	FERRY TIREL - WHITE	3.250	F	2	3.250	6.75	N
01	WOOD DOXY HOP HANDLE	0.500	F	3	0.500	1.50	N
<b>SUBTOTAL</b>						<b>129.96</b>	<b>300.76</b>
							<b>300.76</b>
							<b>(0.00)</b>
							<b>300.76</b>

Billing Error  
 See Attached

TOTAL DEDUCT.  
 TAX ADJUST.  
 NET TOTAL

129.96

110-41800-53241  
 Account # / Object Code  
 Purchase Order #  
 Partial Complete Date Approved 8.10.23  
 Department Head Signature



READY FOR THE WORKDAY™ P.O. BOX 830923  
 CINCINNATI, OH 45263-0923

OPEN & PAY WHAT YOU OWE!  
 WWW.CINTAS.COM/INVOICE

CUSTOMER SERVICE  
 CINTAS FOM 8 888-229-6027  
 835-227-7700

INVOICE

TO: CITY OF SPRING HILL TOWN HALL  
 179 TOWN CENTER PKWY  
 SPRING HILL, TN 37174-2400

INVOICE # 6154823261  
 INVOICE DATE 05/09/2023  
 CUSTOMER REF # CITY OF SPRING HILL

FROM: CITY OF SPRING HILL TOWN HALL  
 179 TOWN CENTER PKWY  
 SPRING HILL, TN 37174-2400

ORDER # 18531932  
 ORDER # 18531932  
 PAYMENT METHOD NET 30 EOM  
 ORDER # 00510002004  
 CANTAS ROUTE 27 / DAY 1 / STOP 035

ITEM #	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL	TAX
X10104	385 ACTIVE SCRAPER	01	2,213	2,213	0.00
X10109	385 XTREME HOT WAX	02	4,750	9,500	0.00
X10172	480 XTREME HOT WAX	02	7,375	14,750	0.00
X10202	3X10 XTREME HOT WAX	03	8,297	24,891	0.00
X1347	36" HOOP FRAME-	01	0.000	0.00	0.00
X2598	36" HOOP FRAME-	01	3,700	3,700	0.00
X2650	NET HOOP FRAME-	03	2,527	7,581	0.00
X2700	TERRY TUNNEL - WHITE-	01	0.162	0.16	0.00
X2700	TERRY TUNNEL - WHITE-	02	3,960	7,920	0.00
X6924	HOOP HOIST HOOP HANDLE-	03	0.250	0.75	0.00
SUBTOTAL				80.34	
SUBTOTAL				80.34	
INVOICE TOTAL				80.34	
TAX				0.00	
TOTAL DUE				80.34	

TOTAL DUE

TAX ADJUST.

NET TOTAL

*[Handwritten signature]*  
8834

110-41800-53241  
 Account # / Object Code  
 PO# 1065  
 Purchase Order #  
 Partial Complete Date Approved 5/11/23  
 Department Head Signature *[Signature]*

PAYMENT TOTAL CURRENT: \$10.20 PAST DUE: \$1.12 30 DAYS: 150.06 60 DAYS: 0.00 90+ DAYS: 0.00

OR ALL NON-PAYMENT RELATED CORRESPONDENCE: CINTAS CORPORATION ROOM 1 / 3400 BREKLEY PARK BLVD. N. / NASHVILLE, TN 37207



The invoices listed for this customer are 60+ Days Past Due.

Location: [Redacted]  
Service Manager: [Redacted]

Hi-Day-Payer-Sold To: 27 1 18531932 10531932 CITY OF SPRING HILL TOWN HALL

Invoice Past Due	Date	Invoice / Assignment #	Past Due Amount	Invoice Status	AR partner
	2/13/2023	9211661029 4146393155	\$125.00	120+ Days Past Due \$ Unpaid Invoice	051 O-C (Brittany Critten)
	5/22/2023	9224597190 4156217506	\$287.27	60 Days Past Due \$ Unpaid Invoice	051 O-C (Brittany Critten)
	0/12/2023	9227310539 4159316909	\$300.96	30 Days Past Due \$ Unpaid Invoice	051 O-C (Brittany Critten)
	6/19/2023	9228231566 4159014699	\$300.96	30 Days Past Due \$ Unpaid Invoice	051 O-C (Brittany Critten)
	6/26/2023	9229079507 4159709751	\$300.96	30 Days Past Due \$ Unpaid Invoice	051 O-C (Brittany Critten)

# WARNING: PAST DUE

Dear Valued Customer,

Due to non-payment of the invoices listed above, your services will be discontinued on your next service if a payment is not received. Please reach out to our billing department as soon as possible to avoid service interruption. The AR partner responsible for your account is Brittany Critten. Please disregard this notification if your payment has already been submitted.

Thank you for allowing Cintas to help you get ready for the workday!

Respectfully,  
Accounts Receivable  
615-806-6358