

GROUP EXHIBIT I

[Fox Swibel Expenses for November 2019 and December 2019]

(see attached)



Innovative Service Technology
Management Services, Inc.

934 Glenwood Ave
Suite 250
Atlanta, GA 30316-1816
404-582-8850

Invoice 95308

Date 10/31/19

Bill To:

Fox, Swibel, Levin & Carroll, LLP
200 West Madison
Suite 3000
Chicago, IL 60606

Ship To:

Fox, Swibel, Levin & Carroll, LLP
FOX-007

North Ridge

TO RTS

Customer		Purchase Order Number		Terms	
09FOX1				Net 30 Days	
Quantity		Item Description	Unit Price	Tax	Amount
Qty Ordered	Qty. Shipped				
1.00	1.00	Email Server Collection Collection of office 365 domain	1000.00	N	1000.00
1.00	1.00	Analysis Hourly Rate Work with North Ridge and AIE to determine historical email disposition	300.00	N	300.00
<p>CGH</p> <p>11-27</p> <p>af</p> <p>11-27</p> <p>RTS eda 11-27</p> <p>< 07188-001</p>					
<p>TO EA 11.12</p> <p>TO RTS 11.12</p> <p>TO EA 11.18</p>					
<p>NonTaxable</p> <p>Taxable Subtotal</p> <p>Tax</p> <p>Total Invoice</p>					<p>1300.00</p> <p>0.00</p> <p>0.00</p> <p>1300.00</p>

Customer Original

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ge - FedEx has applied a fuel surcharge of 7.25% to this shipment.
 ased Pricing, Zone 2
 e Delivered to Recipient Address - Release Authorized

Automation	INET	Sender	Recipient
Tracking ID	776986747398	Danielle Gac	Denise Rosenbloom
Service Type	FedEx Priority Overnight	200 W. Madison Street	Botanical Concepts Chicago
Package Type	FedEx Envelope	CHICAGO IL 60606 US	528 West Dickens
Zone	02		CHICAGO IL 60614 US
Packages	1		
Rated Weight	N/A	Transportation Charge	24.40
Delivered	Nov 15, 2019 09:08	Discount	-5.37
Svc Area	A1	Automation Bonus Discount	-2.44
Signed by	see above	Fuel Surcharge	1.52
FedEx Use	000000000/186/02	Residential Delivery	4.40
		Total Charge	USD \$22.51

Ship Date: Nov 15, 2019	Ship Ref: 07183-00	Ref: 02
Payor: Shipper	Ref: 02	
Fuel Surcharge - FedEx has applied a fuel surcharge of 7.25% to this shipment. Distance Based Pricing, Zone 3 FedEx has audited this shipment for correct packages, weight, and service. Any changes made are reflected in the invoice amount. Minimum Billable Weight was applied.		

Automation	INET	Sender	Recipient
Tracking ID	776991734261	Suj Pandya	Travis Bully
Service Type	FedEx Priority Overnight	Fox Swibel Levin & Carroll LLP	Alix Partners
Package Type	FedEx Box	200 W Madison	2000 Town Center
Zone	03	CHICAGO IL 60606 US	SOUTHFIELD MI 48075 US
Packages	1		
Actual Weight	1.0 lbs, 0.5 kgs	Transportation Charge	43.75
Rated Weight	2.0 lbs, 0.9 kgs	Discount	-7.44
Delivered	Nov 15, 2019 10:19	Automation Bonus Discount	-4.38
Svc Area	A1	Fuel Surcharge	2.31
Signed by	A.WALLACE	Total Charge	USD \$34.24
FedEx Use	000000000/1508/_		

Ship Date: Nov 18, 2019	Ship Ref: 06173-002	Ref: 02
Payor: Shipper	Ref: 02	
Fuel Surcharge - FedEx has applied a fuel surcharge of 7.25% to this shipment. Distance Based Pricing, Zone 2		

Automation	INET	Sender	Recipient
Tracking ID	776999979436	Margy Bogdanowicz	Julie Ebbert
Service Type	FedEx Standard Overnight	200 W Madison Street	Chicago Title Insurance Compan
Package Type	FedEx Envelope	CHICAGO IL 60606 US	2441 Warrenville Road,
Zone	02		LISLE IL 60532 US
Packages	1		
Rated Weight	N/A	Transportation Charge	23.94
Delivered	Nov 18, 2019 09:34	Discount	-5.21
Svc Area	A1	Automation Bonus Discount	-2.31
Signed by	T.SYED	Fuel Surcharge	1.11
FedEx Use	000000000/200/_	Total Charge	USD \$17.44

Shipper Subtotal	USD	\$189.95
Total FedEx Express	USD	\$189.95

Expense/Reimbursement Form

DIRECTIONS:

- 1) Fill Out All Applicable Fields
- 2) Give Original Reimbursement Form to A/P (All Receipts Required for Reimbursement)
- 3) Retain One Full Copy of the Reimbursement Form in IManage (Copies of Receipts Required)

Preferred Form:	Check <input type="checkbox"/>	Cash <input type="checkbox"/>	
Requested By:	Eric Anderson	Date:	12/31/19
Mailed by Acct.:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If No, Deliver To:
Date Funds Required:			
Payee:	Eric Anderson		
Mailing Address:			

Description	Client/Matter/G/L#	Amount
12/17/19 Client site visit	07183/001/7405	\$24.42
Total:		\$24.42

Authorization

Payee Signature: (No Signature Needed for Client Expenses)	Date:	
Accounting or DOA Signature:	Date:	

Popular G/L Codes:	
Client Expense	1305
Parking & Travel	7405
Postage	7406
Telecommunications	7440
Office Supply Expense	7400
Employee Education Expense	7461
CLE Expenses	7130
Bar Association Dues	7140
Membership Expenses	7240
Office Meeting/Party Expense	7460
Kitchen Supply Expense	7401
General Firm B/D	7179
Refer to Your G/L Code List for Personal Reimbursements	

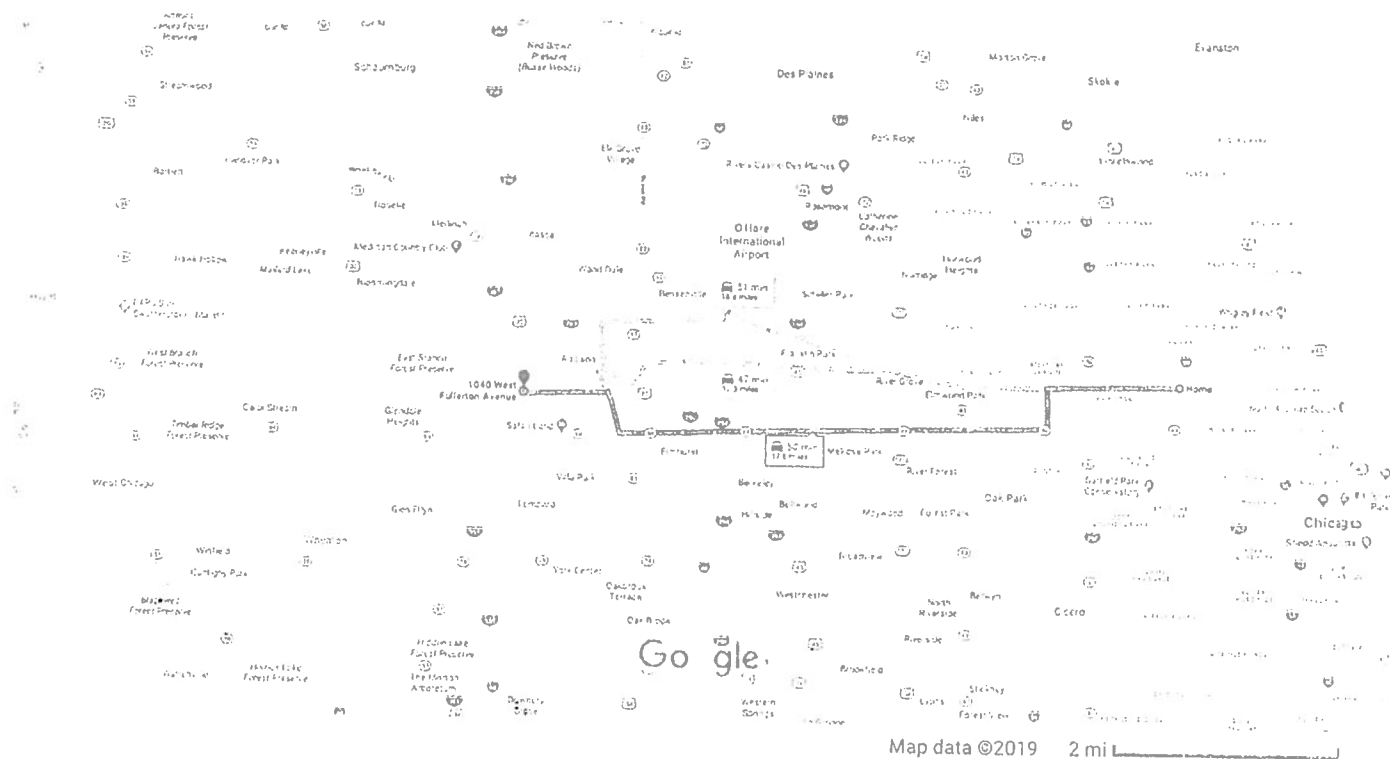
ad

1-02

Google Maps

3012 W Fullerton Ave to 1040 W Fullerton Ave, Addison, IL 60101

Drive 17.8 miles, 50 min



via W Fullerton Ave and W Grand Ave

47 min

17.3 miles

via IL-64 W/W North Ave

50 min

17.8 miles

via W Fullerton Ave

51 min

18.8 miles

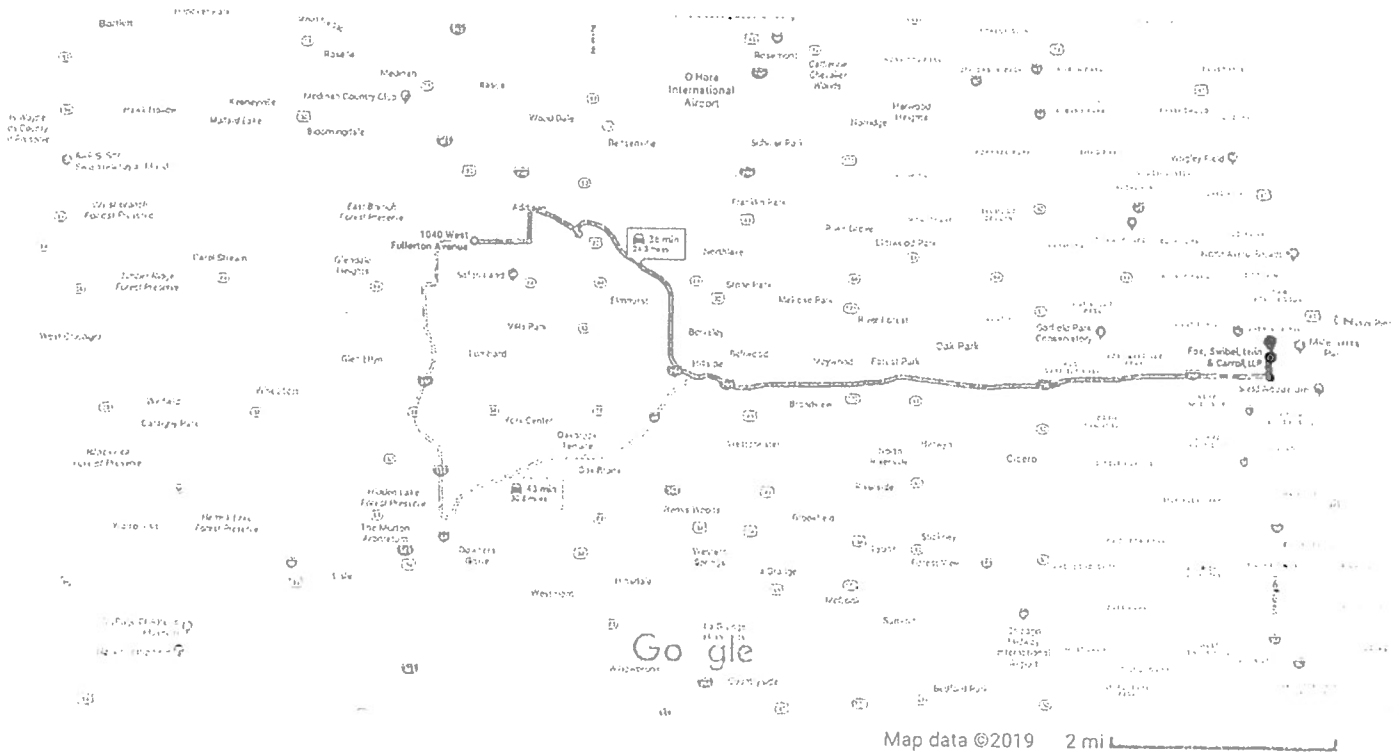
Explore 1040 W Fullerton Ave

Restaurants Hotels Gas stations Parking Lots More

Google Maps

1040 W Fullerton Ave, Addison, IL 60101 to
Fox, Swibel, Levin & Carroll, LLP

Drive 24.3 miles, 36 min



via I-290 E 36 min
Fastest route, lighter traffic than usual 24.3 miles

via I-88 E and I-290 E 43 min
30.8 miles

Explore Fox, Swibel, Levin & Carroll, LLP

14.09

Restaurants Hotels Gas stations Parking Lots More



1000 Campus Dr
Collegeville, PA 19426

Direct Questions To: Customer Care - 1-800-934-3453 or
askcustomerservice@ironmountain.com

FOX,SWIBEL,LEVIN & CARROLL, LLP
ACCOUNTING DEPARTMENT
200 WEST MADISON ST. SUITE #3000
CHICAGO, IL 60606

Invoice

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Account Overview

Invoice Number:	CHLH495
Invoice Date:	12/31/2019
Storage Period:	12/01/2019 - 12/31/2019
Service Period:	11/26/2019 - 12/23/2019
Customer ID/Name:	HAR6Z/FOX,SWIBEL,LEVIN & CARROLL, LLP

Due By:	01/30/2020
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New Charges

Storage	663.11
Service	46.00
Supplies	213.00
Other Charges	0.00
Tax	17.04

INVOICE AMOUNT DUE	\$939.15
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If you have more questions or would like help registering, please contact our
Customer Care team at (800) 934-3453

LEGEND:

- When paying by check please include applicable customer ID(s), invoice number(s) and invoice amount(s)
- If applicable, Balance Activity does not reflect any payment received that has not or could not be applied to open invoices.
- Storage is billed in advance and may include prorated storage charges for the current period*
- Services are billed in arrears*
- If applicable, adjustment amount includes credits, debits and other adjustments made by the specified date.
- Payment is due per contract Net terms from the invoice date

*Unless otherwise expressly agreed upon in writing

TO VIEW AND PAY ONLINE GO TO:

<http://invoiced.ironmountain.com>

USE THIS ENROLLMENT CODE TO CREATE YOUR ORGANIZATION'S
ADMINISTRATION ACCOUNT:

DSM MQQ QRH

SUBMIT PAYMENTS TO:	IRON MOUNTAIN PO BOX 27128 NEW YORK, NY 10087-7128
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IRON MOUNTAIN™

1000 Campus Dr
Collegeville, PA 19426

Detail Billing Transaction Report

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Customer ID/Name:

HAR6Z/FOX, SWIBEL, LEVIN & CARROLL, LLP

Department ID/Name:

/MASTER DEPARTMENT

Storage Period:	12/01/2019 - 12/31/2019
Service Period:	11/26/2019 - 12/23/2019

Order Number	Order Date	Bill Code	Description	Storage Date	Qty	UOM	MOS	Rate	Amount
44	12/23/2019	319	ADMINISTRATION FEE		1.00	EA	1	0.000	0.00
66	12/23/2019	890	STORAGE, REGULAR	12/01/2019	5304.90	CF	1	0.125	663.11
245959074	11/25/2019	220	TRANSPORTATION HANDLING		4.00	EA	1	1.500	6.00
245959074	11/25/2019	233	TRIP CHARGE, NEXT DAY, ZONE METRO		1.00	EA	1	8.500	8.50
245959074	11/26/2019	4320	#450 LETTER TRANSMITTAL FORMS, 3 PART		30.00	EA	1	7.100	213.00
245959074	11/26/2019	491	RECORDS TRANSMITTAL FORMS, 3 PART		1.00	EA	1	0.000	0.00
SUF PANDYA IS THE CONTRACT FOR ORDER #245959074									
246310375	12/09/2019	122	RETRIEVAL, CARTON		5.00	EA	1	1.750	8.75
246310375	12/06/2019	220	TRANSPORTATION HANDLING		3.00	EA	1	1.333	4.00
246310375	12/06/2019	233	TRIP CHARGE, NEXT DAY, ZONE METRO		1.00	EA	1	8.500	8.50
DAVID MONTIEL IS THE CONTRACT FOR ORDER #246310375									
246704951	12/19/2019	122	RETRIEVAL, CARTON		1.00	EA	1	1.750	1.75
246704951	12/19/2019	220	TRANSPORTATION HANDLING		1.00	EA	1	0.000	0.00
246704951	12/19/2019	233	TRIP CHARGE, NEXT DAY, ZONE METRO		1.00	EA	1	8.500	8.50
DAVID MONTIEL IS THE CONTRACT FOR ORDER #246704951									

Sub Total	922.11
Tax - ILLINOIS	17.04
TOTAL	939.15



Customer ID/Name: HAR6Z/FOX,SWIBEL,LEVIN &
CARROLL, LLP

Invoice Number: CHLH495
Invoice Date: 12/31/2019

Description	Qty	Rate	Amount
STORAGE,REGULAR 12/01/2019	5304.90	0.125	663.11
TOTAL STORAGE			663.11
RETRIEVAL, CARTON	6.00	1.750	10.50
TRANSPORTATION HANDLING	4.00	1.500	6.00
TRANSPORTATION HANDLING	3.00	1.333	4.00
TRANSPORTATION HANDLING	1.00	0.000	0.00
TRIP CHARGE, NEXT DAY, ZONE METRO	3.00	8.500	25.50
TOTAL SERVICE			46.00
#450 LETTER TRANSFILE CARTON	30.00	7.100	213.00
RECORDS TRANSMITTAL FORMS,3 PART	1.00	0.000	0.00
TOTAL SUPPLIES			213.00
ADMINISTRATION FEE	1.00	0.000	0.00
TOTAL OTHER			0.00
Sub Total			922.11
Tax - ILLINOIS			17.04
INVOICE AMOUNT DUE			939.15

Balance Activity Summary as of 12/23/2019

Previous Balance	1,569.61
Adjustments	
Payments applied by 12/23/2019	(834.70)
Adjustments as of 12/23/2019	<u>0.00</u>
** Balance as of 12/23/2019	\$734.91
Current Invoice Amount	<u>939.15</u>
Total Balance	\$1,674.06

** If the balance as of 12/23/2019 has already been paid, thank you for your payment