

EXHIBIT K

INVOICE – SAMPLE

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ITQ #3514T02, "Traffic Engineering Data Count"

INVOICE

REMIT TO: Contractor Name Street Address City, State, Zip Contact Person: Phone: (123) 456-7890 Fax: (234) 567-8901 Email:	Invoice #: 000001 Invoice Date: August 10, 2015 Service Month: July, 2015 Purchase Order #: 430000000 Contract #: 44000000000 SAP Vendor #:
BILL TO ADDRESS: Commonwealth of Pennsylvania – PO Invoice PO Box 69180 Harrisburg, PA 17108	PENNDOT PURCHASING OFFICE ADDRESS: Office Name Street Address City, PA, Zip
COMMENTS:	

P.O. Line Item #	Description	Quantity	Unit Price	Total Price
1				
2				
TOTAL DUE				

Signature: _____ Date: _____
 (MUST BE SIGNED BY CONTRACTOR'S AUTHORIZED SIGNATORY)

CONTRACTOR:

Make sure your company's mailing address is the same as the one on you registered with Central Vendor Management when you obtained your SAP Vendor Number. Discrepancies can delay payment.

Complete this invoice completely, making sure that the Summary of this month's services quantities on the Invoice and the OS-501 "Confirmation of Services" are entered and are an exact match.

Invoice includes:

XXXX
YYYY