

**EXHIBIT J - SAMPLE**

**INVOICE**

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ITQ #3520T01, “Road-Killed Deer Removal and Disposal”

### INVOICE

<b>REMIT TO:</b> <b>Contractor Name</b> Street Address City, State, Zip  Contact Person: Phone: (123) 456-7890    Fax: (234) 567-8901 Email:	<b>Invoice #:</b> 000001 <b>Invoice Date:</b> February 10, 2011 <b>Service Month:</b> January, 2011  <b>Purchase Order #:</b> 4300000000 <b>Contract #:</b> 440000000000 <b>SAP Vendor #:</b>
<b>BILL TO ADDRESS:</b> Commonwealth of Pennsylvania – PO Invoice PO Box 69180 Harrisburg, PA 17108	<b>PENNDOT PURCHASING OFFICE ADDRESS:</b> Office Name Street Address City, PA, Zip
<b>COMMENTS:</b>	

P.O. Line Item #	Description	Quantity	Unit Price	Total Price
1	Deer Pick-up & Disposal			
2	Call- out (no deer removed)			
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:

- ☐ Contractor Notification Log
- ☐ Disposal Receipts