

# INVOICE

TO: Austin Peay State University

FROM: \_\_\_\_\_  
(Contractor Name)

\_\_\_\_\_  
(Signature)

DATE: \_\_\_\_\_

REFERENCE: Personal services agreement between Austin Peay State University  
and \_\_\_\_\_ dated \_\_\_\_\_

Please remit payment pursuant to the aforementioned agreement as follows:

Checks need to be made payable to: \_\_\_\_\_  
Fed. ID number: \_\_\_\_\_

Payment Date: \_\_\_\_\_ Amount: \_\_\_\_\_

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Approval:

Department Head: \_\_\_\_\_ Date: \_\_\_\_\_

Department: \_\_\_\_\_ Account Number: \_\_\_\_\_ Contract Number: \_\_\_\_\_

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This section to be completed if check is to be presented on last day of contract period.

I certify that the check requested above will not be given to the contractor until all services have been performed.

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Person responsible for Account