

Invoice Circulation Tracking

(Attach to Invoice)

Consultant: _____ Invoice #: _____

Project Manager: _____ Agree. #: _____

Project (New/Old) #: _____

Project Description: _____

Section: PD-N PD-S BR SC Env ES ROW

Date

_____ Received by Section

_____ Received by Project Manager: _____ *Initials*

Is this FINAL INVOICE on this Task? Yes _____ No _____

Or Agreement? Yes _____ No _____

If YES, date notified Audit Section: _____

Is this project Federally Participating? Yes _____ No _____

_____ Invoice OK'd by Project Manager

_____ Invoice APPROVED by Section Manager/or Assistant Director and forwarded to Transportation Solutions for payment.

_____/_____
Signature / *Date*

_____ Invoice Received by Transportation Solutions Accounting

_____ PV approved by Budget Unit in FACTS

Comments:

