

INVOICE
Billed To: UNIFI ORGANIZATION TITLE
 ORG OR FUND MANAGER ADDRESS
 ORG OR FUND MANAGER NAME

Invoices are addressed to the UniFi Fund Manager identified on the CFOAPAL below (or to the Org manager when the UniFi fund type is '1B').

Invoice Date: 26-Jan-2011
Invoice #: FF123456
UniFi Doc #: FJ000001
Customer #: 1-123456-1234

FMD Billing Date

FMD Invoice #

UniFi Document #

 For billing inquiries, please call 966-4463, fax 966-4080, or email fmdbilling.inquiries@usask.ca and include your customer # and invoice #.

CUSTOMER COMMENTS
Work Request #: 1234567

Status: OPEN

Work request status at time of billing

Description: DESCRIPTION OF WORK AS REQUESTED

Property: 001 – CAMPUS BUILDING

Requestor: JANE DOE

Shop	Phase	Hours	Labour	Equipment	Material	Contract	PST	GST	Total
CONTROLS	001	4.00	\$282.40	\$0.00	\$164.29	\$0.00	\$14.87	\$22.34	\$483.90
STEAM	002	6.00	\$357.36	\$0.00	\$0.00	\$0.00	\$17.88	\$17.88	\$393.12
1-123456-1234-12345-1234-12345-123456 Total			\$639.76	\$0.00	\$164.29	\$0.00	\$32.75	\$40.22	\$877.02
TOTAL CHARGES			\$639.76	\$0.00	\$164.29	\$0.00	\$32.75	\$40.22	\$877.02

FMD shops assigned to work request

INVOICE TOTAL
\$877.02

CFOAPAL charged with invoice costs

Taxes as required by legislation

Transaction Types
Labour = (FMD Labour hours charged to Work Request) x (Charge Out Rate).

- Current FMD Labour Charge Out Rates are available at:

<http://facilities.usask.ca/services/workcontrol/rates.php>
Equipment Rental = FMD Rentable Equipment
Material = FMD Stock Issues + FMD Purchase Orders
Contract = Service Contracts + Standing P.O.'s + Project Contracts + Other Misc charges such as landfill, garbage removal, floral arrangements, laundry delivery, hockey school and recycling pickup

Terms print on external University Accounts Receivable customer invoices only

Terms

Net 30 Days From Invoice Date

(Late payment charges of 1.5% compounded monthly; 19.6% yearly on unpaid balances)

Notes will print on University Accounts Receivable (external) customer invoices only. Internal U of S Customers will be billed directly via FMD Customer Billing feed.

Notes

- Make cheque payable to **University of Saskatchewan**
- Remit payment to **Treasury, Rm E40 - 105 Administration Place, Saskatoon, SK, S7N 5A2**
- Please include customer # and invoice # with your payment