FAAINVE

NORTHWESTERN STATE UNIVERSITY
PHYSICAL PLANT CONTROL CENTER
DIRECT PAY VOUCHER - MULTIPLE INVOICING

Direct Pay ☐ NSU Reference No. _____

Credit Memo ☐ Date Prepared _____

Vendor Number: _____
Vendor Name: _____
Remit to Address _____

Document Text: _____

For Accounts Payable Use Only

Date Entered		NSF Appv By	
Fiscal Year		Check Number	
Bank Code	**01**	Direct Deposit	Y or N
Many Invoices Per Check	**X**	Commodity Level Accounting	**X**

Enclosure ☐ Pick Up Check ☐

Vendor Invoice Date	Vendor Invoice Number	Description		Vendor Invoice Amount	Index	Fund	Account	Invoice Total by FOAPAL
		WO/SO Number	Services or Products					

Prepared By _____ Date _____ Physical Plant Control Center _____ Date _____

Approved by or for Director of Purchasing _____ Date _____ Approved by or for Accounts Payable _____ Date _____

Rev. 10/16