

Northwestern State University of Louisiana
INVOICE

INVOICE NUMBER: _____

TO: NAME: _____

DATE: _____

ADDRESS: _____

SEND PAYMENT & REMITTANCE COPY TO:

ATTENTION: _____

NORTHWESTERN STATE UNIVERSITY

PHONE: _____

BUSINESS AFFAIRS

CASHIER SECTION

NATCHITOCHES, LA 71497

318-357-5447

CUSTOMER NUMBER		INVOICE DUE DATE	CUSTOMER ORDER NUMBER	TERMS
				NET 30
ITEM	QUANTITY	DESCRIPTION		AMOUNT
			TOTAL DUE	

BUDGET UNIT RENDERING GOODS OR SERVICES

_____ BUDGET UNIT TITLE

_____ PREPARED BY

_____ APPROVED BY BUDGET UNIT HEAD

_____ BUDGET UNIT ACCOUNT

_____ DATE

_____ DATE

TO BE COMPLETED BY BUDGET UNIT

ACCOUNT DISTRIBUTION					
INDEX	FUND	ORG	ACCOUNT	PROGRAM	AMOUNT

BUSINESS AFFAIRS OFFICE USE ONLY

RECEIVABLE GENERAL LEDGER			
INDEX	FUND	ACCOUNT	AMOUNT

_____ PREPARED BY

WHITE-BUSINESS AFFAIRS
BLUE-CASHIERS

GREEN-RECEIVABLES
CANARY-REMITTANCE

PINK-CUSTOMER
GOLDENROD-BUDGET UNIT HEAD

_____ APPROVED BY