

SAMPLE CONSOLIDATED INVOICE AND EXPLANATION in red

1 **DoIT** DIVISION OF INFORMATION TECHNOLOGY
1210 W. Dayton Street
Madison, WI 53706

1. DoIT's name, address and contact telephone number.

5 A061030 **5.** Customer's account number with DoIT.
6. Customer's name and address.
7. Reference Invoice Number used by DoIT Billing only

6 Customer Name
Customer Address
Customer Address
City, State, Zip Code **7** 0155

2 For questions regarding the invoice please
contact Doit Billing at 262-2879

2. DoIT contact number for questions.

8 Reference Invoice Number 1045069
9 Consolidated Invoice Number 850682
10 Cut-off Date: 27-Jul-00
11 Due Date: 27-Aug-00

8. For UW-Madison Department customers only. Campus building number used for delivery purposes.
9. Consolidated invoice number assigned to the summary invoice. All individual order/invoices for the 30 day period are summarized on one consolidated invoice.
10. The consolidated invoice 30 day cut-off date for accumulation of charges is the 27th of each month.
11. The consolidated invoice due date is 30 days from invoice cut-off date.

3. Date consolidated invoice was printed.

3 28-Jul-00 **4** 1 of 1

4. Page number.

12 Beginning Balance: \$0.00
13 Payments: \$2,542.74
14 Total Charges: \$2,542.74
15 Tax: \$0.00
16 Amount Due: \$0.00

Date Shipped 17	Type 18	Order/Project Number 19	Invoice Number 20	Requisition / Funding 21	Description 22	Quantity 23	Unit Price 24	Amount 25
6-Jul-00 COOPER, R	INV	100012	1045069	1234567	Ink Cartridge Epson Stylus 440/640/740 Color (S020191)	1	\$25.63	\$25.63
8-Jul-00 JONES, D	CM	100053	1045284	1234568	Ink Cartridge Epson Stylus 440/640/740 Color (S020191)	-1	\$25.63	(\$25.63)
12-Jul-00 SMITH, J	INV	100066	1045295	1234569	Bundle 6500GX110M/P3/128MB/13.6/CD/56k/HK195/M770/Win98 Campus Handling Fee	1 2	\$1,688.00 \$5.00	\$1,688.00 \$10.00
18-Jul-00	INV	101040	2026528	101 1 3 3042 101 1 3 3035 101 1 3 3032	TELECOM-STJ-JUN TELECOM-VMAIL-JUN TELECOM-TOLL-JUN	1 1 1	\$125.56 \$7.00 \$55.18	\$125.56 \$7.00 \$55.18
25-Jul-00	INV	10000001	600001	1234570	001 Systems Support Smith 10 HRS @ 57.00	1	\$570.00	\$570.00
26-Jul-00 Contact: Smith, Su	INV	101788 Case #000313-0128-CUST	1046126	1234571	Installation & Repair Technician Labor	10	\$8.70	\$87.00

12. Beginning balance is the account balance at the end of the previous consolidated invoice month.
13. Total amount of payments received during the consolidated invoice period.

14. Total charges incurred during the consolidated invoice period.
15. Total taxes charged during the consolidated invoice period.
16. Amount Due = Beginning Balance + Total Charges + Tax - Payments.
17. Date individual sales or work order was shipped/completed and name of individual placing order, if available.
18. Indicates whether transaction is an invoice or credit memo.
19. Individual sales order, work order or project number.
20. The individual invoice number generated from a sales order, work order or project work.

21. For UW-Madison Department customers only. Campus requisition or direct charge payment information. DO NOT PAY FROM THIS INVOICE. A TRANSFER AGAINST CAMPUS REQUISITION OR DIRECT CHARGE PAYMENT INFORMATION WILL BE PROCESSED THROUGH THE UW-MADISON ACCOUNTING SYSTEM AND WILL APPEAR ON YOUR MONTHLY UW ACCOUNTING CONTROL LEDGER STATEMENT.

26 Please return this portion with remittance

Make remittance payable to: UW-Madison DoIT
26. For non UW-Madison Department customers only.
Remittance slip to be used when paying by check.
Remittance is sent to Firststar bank lockbox.

Mail to: UW-Madison
Division of Information Technology
1210 W Dayton St
Madison, WI 53706

21. For UW-Madison Department customers only. Campus requisition or direct charge payment information. DO NOT PAY FROM THIS INVOICE. A TRANSFER AGAINST CAMPUS REQUISITION OR DIRECT CHARGE PAYMENT INFORMATION WILL BE PROCESSED THROUGH THE UW-MADISON ACCOUNTING SYSTEM AND WILL APPEAR ON YOUR MONTHLY UW ACCOUNTING CONTROL LEDGER STATEMENT.

A061030
Customer Name
Customer Address
Customer Address
City, State, Zip Code
Reference Invoice Number 1045069
Amount Due: \$0.00
Due Date: 27-Aug-00
Amount Remitted: -----

For Non-UW-Madison Department Customers only. Purchase order number if available.