Department of Finance and Administration

Office of Accounting
Purchase Order Invoice / Credit Memo - Form F10001

Business Area:		Purchase Order Number:		Vender Number:	

BASIC DATA			24412		0010 Patty's School of Dance
Transaction:		Calculate Tax:	Yes No	Posting Date:	
Reference:		Invoice Date:		Invoice Amount:	

TAX AND WITHOLDING					
Tax Code:		Unplanned Delivery Cost:		Assignment (Invoice #):	
Withholding Tax Code:		Invoice Receipt Date:			

PAYMENT DATA					
Payment Terms:		House Bank:		Payment Reference:	
Payment Method:		Payment Block:		Invoice Reference:	
Payment Method Supp:					

MANUAL CHECK ONLY				
Check Number:		Cash GL Account:		
Check Date:		Check Amount:		

EXPENSE DETAIL

Line Number	PO Line Item #	Quantity	Amount	Tax Code	Cost Center	WBS Element	Internal Order	Earmarked Funds	Text
1									
2									
3	1	10	300						
4									
5									
TOTAL									

Date:	$3,000
Signature:	05/17/2019

CHECK BOX IF 2ND PAGE USED

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(R 02/19/2014 by TNLEITMEYER)

DFA Accounting Only

Invoice Document Number:	

Remit Form to:

Office of Accounting Service Bureau, PO Box 3278, 1509 West 7th, Room 100, Little Rock, AR 72203

E-Mail: SB-ACCOUNTING@DFA.STATE.AR.US | Telephone: (501) 682-1675 | Fax: (501) 682-2166