

ACCOUNTS PAYABLE VOUCHER

3D\PHQW WR

6WXGHQW ,'

6WUHHW

68 \$GGUHV

&LW\

6WDWH

=LS

3D\HH LV D Q

FKHFN DOO W R B W D S S O R U D

FKHFN DOO WKD V

Jendor

\$ O X P Q X V

3 U R G X F W

Prime#AkarX

Student

3 D U H Q W

5 H L P E X U V H P H Q W : e`cks\ip

*Employee Rarely use please note be ck L

5 H I X Q G

IS 7 itin # Permanent Res Xent

6 H U Y L F H X L U H G

\$ W W D F K H 2 Q) L O H I

Internationa #in

+ R Q R D U L X 5 P T X L U H G

\$ W W D F K H 2 Q) L O H

Account (4) Project (6) Amount Explanation of Payment (attach supporting documentation)

7urrency Fate I sed.

Hodayis 8 ate.

Payment Processing Instructions

Send to my 8 epartment

SenXk #enWcsure

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The 7ontroller's Office processes payments each Thursday morning. As a general rule, vouchers received prior to 11:00 AM will be included in the payment run. Note: This could be

employees must be processed via payroll system. Do not use direct deposit for employees.

PrepareXby:

8 epartment

Apprcj a`: