

**PAYMENT APPROVAL LABEL**  
**PROJECT RELATED - NON ENCUMBERED CHARGES ONLY**  
*One Invoice per Payment Approval Label*

<b>Used for invoices WITHOUT an ABMS Document #</b>				<b>Fiscal Year:</b>
<b>ACCOUNT</b>				
LINE	PROJECT	TASK	EXPENDITURE TYPE	AMOUNT
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				

<i>Explanation required if amount is different than invoice total</i>	<b>Invoice Total</b>	<b>\$</b>
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<b>Authorized Signature:</b>	<b>Date:</b>
<i>I certify that all goods/services have been received, and the DGS-1 is on file for approval of payment.</i>	
<i>I have verified the validity of the coding submitted.</i>	

<b>Contact Name (please print):</b>	<b>Phone:</b>
<i>Contact Name to call if we have any questions regarding invoice payment.</i>	