

Remit to:
 Company ABC
 123 Awesome Way
 You Got This, OH 45678
 937-123-1234
woohoo@abc.org

Invoice # 4
 Invoice Date: 8/15/24
 PO# 123456
 UT (Subaward) # 21163
 Dates of Service:
 6/06/24-9/01/2024

To:
 ATTN: Leslie Hoylman
 Ohio University
 Voinovich School
 Bldg. 22, The Ridges
 1 Ohio University
 Athens, OH 45701

CATEGORY	DESCRIPTION	QTY	RATE	AMOUNT
Mileage	To/from Columbus airport (GSA Rates)	160	.67/mile	\$107.20
Parking	Parking for 4 days at the Columbus airport blue covered lot	4		\$48.00
Lodging	1 room at the Arizona Grand Resort & Spa for 3 nights	3	\$114.66	\$343.98
Travel	SW Flight number 1234, leaving Columbus, OH on 8/12 to Phoenix, AZ, returning 8/15 to Columbus, OH	1	\$500.00	\$500.00
Registration	Registration fees for NPN	1	\$899.00	\$899.00
Per Diem	M&IE first and last day of travel	2	\$51.75	\$103.50
Per Diem	M&IE for 2 days	2	\$69.00	\$138.00
Travel	Uber to and from the airport/hotel	2	\$20.00	\$40.00
Staff Time	Staff time	16		\$320.32
UNREIMBURSABLE \$2500 MAX				
Balance Due				\$2500.00