|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Billing Address  |  | Location |  | W.O. NUMBER:  |
|  |
|  |
| W.O. Date | Requested by | department | invoice # for bill | Terms |
|  |  |  |  | Net 30 |
|  |
| status | Description/Materials Used | Hours | rate | amount |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  | Subtotal |  |
|  |

|  |  |
| --- | --- |
| Spend Limit |  |

Integrated Communications, Inc.Phone 256-216-5655 / FAX 256-429-3318E-mail: accounting@icommonline.comWeb site www.icommonline.com |  | Sales Tax |  |
| Shipping & Handling |  |
| Other |  |
| TOTAL |  |
|  |  |
|  | Authorized by | Date |