



PAYEE INFORMATION

Table with 4 columns: PAY TO, ADDRESS, STATE, ID#, CITY, ZIP

FUND INFORMATION & APPROVALS

Table with 6 columns: FUND #, FUND NAME, REQUESTOR SIGNATURE, DATE, PHONE, APPROVAL SIGNATURE, DATE, PHONE

INVOICE DESCRIPTION

AMOUNT

Table with 2 columns: INVOICE DESCRIPTION, AMOUNT

MAIL CHECK

FOUNDATION OFFICE ONLY:

Table with 4 columns: YES, NO, INVOICE TOTAL, ACCRUED TAX, TOTAL

SCHOLARSHIP INFORMATION

Table with 4 columns: SCHOLARSHIP AMOUNT, SEMESTER, PAYMENT #, PAYMENT AMOUNT, SPECIAL INSTRUCTIONS

FOUNDATION OFFICE ONLY

Table with 2 columns: TREASURER/EXECUTIVE DIRECTOR SIGNATURE, DATE

Table with 8 columns: CODE, FUND, ACCT, RES, ACT, OTHER, BY, DATE

Table with 4 columns: POSTED BY, DATE, CHECK#, DATE