

## STEM Friday Bus Stipend Invoice

The Natural Sciences Education & Outreach Center is happy to provide a \$100 stipend to help your school pay for the bus to attend a STEM Friday. Please complete this form with information about the school or district to be paid. We will also need a W-9 Form and a Vendor Size Self-Certification Form to add you to our Accounts Payable system. (<http://busfin.colostate.edu/Forms/AP/fmw9.pdf>)

Payee: \_\_\_\_\_

Invoice Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Invoice Date: \_\_\_\_\_

Terms: DUE UPON RECEIPT

Contact: \_\_\_\_\_

TO: Colorado State University  
Attn: Courtney Gooding  
Natural Sciences Education & Outreach Center  
1231 Libby Coy Way  
Campus Delivery 1802  
Fort Collins, CO 80523-1802

STEM Friday Date	Description	Amount
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STEM Friday Field Trip to CSU for:

\$100.00

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TOTAL DUE: \$100.00

*NOTE: The Payee name and address MUST match the information given on the W-9 or we will be unable to process the invoice.*