



Purchase Order/Expense Voucher Form

Voucher No: _____
Purchase Order No: _____

Purchase Order

Expense Voucher

Vendor Name: Overhead Door	Vendor Code:
Voucher Date: 9/10	Invoice Number: 308878 & 307711
Address: 400 Poplar St Pittsburgh, PA. 15223	Invoice Date: 9/10 Due Date: UPON RECEIPT Ship to: SAME AS ADDRESS
Phone Number: (412) 795 - 3040	
Vendor Terms: NET 30 DAYS	Bill to: SAME AS ADDRESS

Billable (Y/N).	Date	Item Description or Destination	Sub-Total	Amount
Y	9/10	CSS 16295, Wo 8085 – Overhead Doors. INV 308878		\$196.00
Y	9/10	CSS 16635, Wo 6817 - Overhead Doors. INV 307711		\$959.59
TAX:				
(LESS) COMPANY CREDIT CARD:				
P.O. not to exceed:				
TOTAL: (Due to Employee / Vendor)				\$1,155.59

Joe Bayne 508304 9/11/2019

Voucher Completed by:	Employee No.	Date
Supervisor Signature:	Employee No.	Date
Program Manager/Assistant Program Manager Signature:	Employee No.	Date
Vice President, Administration Signature:	Employee No.	Date

The Genuine. The Original.



INVOICE

Invoice #308878

Date: 09/05/19

Bill To:

CMI MANAGEMENT
PRODUCTION CONTROL
5285 SHAWNEE ROAD, SUITE 510
ALEXANDRIA, WV 22312

Ship To:

USARC - CORAOPOLIS
99 SOLDERS LANE
CORAOPOLIS, PA 15108

Customer PO #	Customer Phone	Sales Representative	* Terms	Factory Ack.	Job #
CSS 16295		SERVICE	UPON RECEIPT	CMI/ARM	10376

Description	Total
2/8 - LABOR TO REMOVE KEYSWITCH WIRE AND POWER SWITCH DOWN.	196.00
LABOR - 2.0 MAN HRS @ \$98.00 = \$196.00	
Invoice subtotal	196.00
Invoice total	196.00

*NOTE: Late payments shall incur an additional charge of 1-1/2% interest per month or fraction thereof.

196.00

Bal. Due

Thank You

The Genuine. The Original.



Date: 2-8-2019 WO# 10374
PO #: Door # Mandoor

Name: L'Immissery
995 Olders Lane
Coronado, PA
Contact: Tim Phone:

Bill to:

Attn:

"OVERHEAD DOOR"
SCISSOR LIFT OR
FORK LIFT USED:

NONE ()
 ONE () BOTH ()

DESCRIPTION OF WORK PERFORMED 1st CALL

Ran out wire from switch. Shut off.

JOB
COMPLETED YES() NO() **ACCEPTED**
BY: *R. Immissery*

DESCRIPTION OF WORK PERFORMED 2nd CALL

4. Curtains Not shutting
OFF

JOB
COMPLETED YES() NO() **ACCEPTED**
BY:

DESCRIPTION OF WORK PERFORMED 3rd CALL

Upon inspection our service technician recommends:

Replace switch (Jewel)
Took Pic
Call to vendor.

JOB
COMPLETED YES() NO() **ACCEPTED**
BY:

QUANTITY MATERIAL DESCRIPTION AMOUNT

Recommendations approved by:

Email quote to:

Recommendations NOT approved by:

PRINT NAME: *R. Immissery* Date: *2-8-19*

	1st CALL	2nd CALL	3rd CALL	AMOUNT
DATE	2-8-19			TOTAL MATERIAL
IN	12:15			SERVICE CHARGE
OUT	13:15			LABOR
TRAVEL	25min	..		OVERTIME
MECH	Russ			TOTAL DUE
MECH	Anthony			

OVERHEAD DOOR COMPANY OF GREATER PITTSBURGH - 400 POPLAR STREET - PITTSBURGH, PA 15223

PHONE 412-781-4000

FAX 412-781-3217

service@ohdpgh.com

OFFICE

OD-1008 8-18