



## **Purchase Order/Expense Voucher Form**

**Voucher No:** \_\_\_\_\_  
**Purchase Order No:** \_\_\_\_\_

## Purchase Order

## Expense Voucher

<b>Vendor Name:</b> Overhead Door	<b>Vendor Code:</b>
<b>Voucher Date:</b> 1/14/19	<b>Invoice Number:</b> See Below
<b>Address:</b> 400 Poplar Street  Pittsburgh, PA 15223	<b>Invoice Date:</b> See Below
	<b>Due Date:</b> UPON RECEIPT
	<b>Ship to:</b> SAME AS ADDRESS
<b>Phone Number:</b> 412. 781. 4000	
<b>Vendor Terms:</b> NET 30 DAYS	<b>Bill to:</b> SAME AS ADDRESS

Billable (Y/N)	Date	Item Description or Destination	Sub-Total	Amount
Y	12/13/18	PA013 – CSS #16166 – CMI #6407 – Invoice # 304440		\$450.00
<b>TAX:</b>				
<b>(LESS) COMPANY CREDIT CARD:</b>				
<b>P.O. not to exceed:</b>				
<b>TOTAL:</b>		<b>(Due to Employee / Vendor)</b>		\$450.00

## Bernard Koblinsky

508301 1/14/19

Voucher Completed by:

Employee No. Date

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Supervisor Signature:

Checked By:

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Program Manager/Assistant Program Manager Signature:

Employee No. Date

Reviewed By:

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Vice President, Administration Signature:

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Employee No. \_\_\_\_\_ Date \_\_\_\_\_

The Genuine. The Original.



# INVOICE

Invoice #: 304440

Date: 12/13/18

**Ship To:**

Bill To:

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

**US ARMY RESERVE  
110 S-5 360 EVANS CITY ROAD  
BUTLER, PA 16001-2795**

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

Salone

450,00

Thank You

OVERHEAD DOOR COMPANY OF GREATER PITTSBURGH - 400 POPLAR STREET - PITTSBURGH, PA 15223  
PHONE 412-781-4000 FAX 412-781-2446

The Genuine. The Original.



450  
"OVERHEAD DOOR"  
SCISSOR LIFT OR  
FORK LIFT USED:

NONE ( )  
 ONE ( )  BOTH ( )

DESCRIPTION OF WORK PERFORMED 1st CALL

Cust # 0000002 WO# SUSAN  
Date: 11/2/2018 PO # 96068

Name: 6407 US Army Reserve  
#110 S.S. 360 Evans City Road  
Butler PA 16001-2795

Contact: Phone: Bill to: Joe @ CMI 703-738-5304

CMI Management  
Production Control  
5285 Shawnee Road, Suite 510  
Attn: Alexandria WV 22312

Replaced (1) 4 wire coil cord an  
(1) Miller air Switch. Reversing edge  
is wired in through 3 button station.  
Required 3 wires for Safety operation

JOB COMPLETED YES( ) NO( ) ACCEPTED BY:

DESCRIPTION OF WORK PERFORMED 2nd CALL

NATURE OF CALL:

Door not closing with P/B.  
Can be closed manually

JOB COMPLETED YES( ) NO( ) ACCEPTED BY:

DESCRIPTION OF WORK PERFORMED 3rd CALL

Upon inspection our service technician recommends:

JOB COMPLETED YES( ) NO( ) ACCEPTED BY:

QUANTITY MATERIAL DESCRIPTION AMOUNT

1 4 wire coil cord  
1 Miller Pneumatic Switch.

Recommendations approved by:

Email quote to:

Recommendations NOT approved by:

PRINT NAME Date:

1st CALL	2nd CALL	3rd CALL	AMOUNT
DATE 11/6/18			TOTAL MATERIAL
IN 1145			SERVICE CHARGE
OUT 141			LABOR
TRAVEL			OVERTIME
MECH Dan K			TOTAL DUE
MECH Bob V			