

**SAMPLE INVOICE FORMAT FOR TASK ORDER BILLING**

TASK ORDER NO. 02-01

ABC Company

Contract No. 50-PAPT-2-XXXXX

Funded Value:

Invoice No. 2002-ABC-001

For the period: 01-01-2002 through 01-30-2002

<u>COST ELEMENTS</u>	<u>CURRENT HOURS BILLED</u>	<u>CURRENT AMT. BILLED</u>	<u>PREV. CUM HOURS BILLED</u>	<u>PREVIOUS AMOUNT BILLED</u>	<u>TOTAL CUM HOURS BILLED TO DATE</u>	<u>CUM AMOUNT BILLED</u>
DIRECT LABOR	1091	\$350,000.00	1,466.00	\$188,322.00	2,557.00	\$538,322.00
FRINGE		\$8,000.00		\$77,432.00		\$85,432.00
OVERHEAD		\$4,000.00		\$54,180.00		\$58,180.00
FACILITIES		\$5,500.00		\$40,894.00		\$46,394.00
ODC	95	<u>\$35,000.00</u>	558.00	<u>\$2,467.00</u>	653.00	<u>\$37,467.00</u>
SUBTOTAL		\$402,500.00		\$363,295.00		\$765,795.00
SUBCONTRACTS	268	\$80,000.00	424.00	\$20,733.00	692.00	\$100,733.00
DIRECT MATERIALS		\$34,000.00		\$0.00		\$34,000.00
ODMS		\$12,000.00		\$269.00		\$12,269.00
G&A		<u>\$7,000.00</u>		<u>\$55,079.00</u>		<u>\$62,079.00</u>
<b>SUBTOTAL</b>		\$938,000.00		\$439,376.00		\$1,377,376.00
BASE FEE BILLED		\$50,000.00		\$29,217.00		\$79,217.00
BASE FEE WITHHELD		\$15,000.00		\$0.00		\$15,000.00
AWARD FEE		\$24,000.00		\$0.00		\$24,000.00
FCCOM		<u>\$2,000.00</u>		<u>\$1,149.00</u>		<u>\$3,149.00</u>
<b>TOTAL</b>	1454	<u>\$1,029,000.00</u>	2448	<u>469,742.00</u>	3902	<u>\$1,498,742.00</u>

This information shall be submitted with the summary for each task order which costs are being billed.