Invoice Form for Under 25K Projects

|  |  |
| --- | --- |
| LHA: |  |
| Project FISH #: |  |

The invoices listed below are for the approved scope and are due and payable:

*(Press TAB to move between boxes)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Account  (budget line) | Vendor Name | Invoice  Amount | Invoice # | Description of Work | Construction  Invoice\* |
|  |  |  |  |  | Yes |
|  |  |  |  |  | Yes |
|  |  |  |  |  | Yes |
|  |  |  |  |  | Yes |
|  |  |  |  |  | Yes |
|  |  |  |  |  | Yes |
|  |  |  |  |  | Yes |
|  |  |  |  |  | Yes |
|  |  |  |  |  | Yes |
|  |  |  |  |  | Yes |
|  | **TOTAL Requested:** | **$0.00** |  | \* or construction materials invoice | |

This submission must include the first two items below and may need to include a Certificate of Compliance. Please check next to item below to confirm.

Original invoice(s) included, amounts in table above are circled on invoice(s)

Project budget that supports the funding request is included

If request includes construction (or construction materials) invoice(s), or is for a final payment, a completed and signed Certificate of Compliance is included

|  |  |
| --- | --- |
| Submitted by: |  |
| Title: |  |
| Signature: |  |
| Date: |  |
| Email: |  |

**Send To:**

via Email - [DHCDlhainvoices@massmail.state.ma.us](mailto:DHCDlhainvoices@massmail.state.ma.us)

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