PV INTERFUND Payment Voucher Transmittal

Date Prepared : _____ Date Keyed _____

Prepared By: _____ Keyed By _____

INTERFUND

Type Document: **PV** Agency: _____ Batch Number:_____

Transaction Code: **PV** # of Docs:_____ Batch Total:_____

	Voucher Number (numerical order)	Vendor Number (11 Digits)	Voucher Total
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
		Batch Total	

*** Batch Number is your agency number and the last 3 digits of voucher 1.

*** Attach two adding machine tapes to back of transmittal --
1 with voucher totals and 1 with Invoice totals

*** Make sure the Invoice number is listed on each line of the voucher **exactly** as listed on invoice.