COLUMBIA UNIVERSITY
IN THE CITY OF NEW YORK

INTERDEPARTMENTAL INVOICE

INVOICE NO.	
REQUISITION CODE	6 CHARACTERS MAXIMUM
ENTRY CODE	6 7
DATE	MONTH / DAY / YEAR
CREDIT ACCOUNT	MUST BE 10 DIGITS

ISSUING DEPARTMENT	20 CHARACTERS MAXIMUM	DEPT. NO. —
SERVICE PROVIDED TO		DEPT. NO. —
LOCATED AT		
SERVICE AUTHORIZED BY	PLEASE PRINT	PHONE
	SIGNATURE	

DESCRIPTION	AMOUNT
DEBIT ACCOUNT (MUST BE 10 DIGITS) — TOTAL AMOUNT ➧	