



SAMPLE ONLY

8301 – 110 Street
Grande Prairie, AB
T8W 6T2
538-4656
1-800-422-6875

PLS will provide

VOUCHER NO.: PLS will provide

PUBLIC LIBRARY NAME

DATE : _____

PLEASE PRINT CLEARLY:

CHEQUE TO :

ADDRESS :

Person/Company cheque made payable to.

DETAILS :

Information to be included:

invoice number
cataloguing instructions
misc. instructions

APPROVED FOR PAYMENT

AMOUNT TO BE DEDUCTED
FROM ALLOTMENT :

Subtotal plus shipping/handling

AUTHORIZED SIGNATORY

(EXCLUDES GST)

Refund/payment will include the GST

FOR PLS OFFICE USE			
	<u>A/C</u>	<u>DEPT.</u>	
CHARGED: PLS will provide	DR. 6089	(VP)	\$ _____
	DR. 2030	(GST)	\$ _____
PAID ON : _____	DR./CR. 6600	30	\$ _____
CHEQUE NO. : _____	CHEQUE TOTAL :		\$ _____ =====