Invoice Form

FOR CITIFINANCIAL AND TRAVELER'S BANK AND TRUST EXPENSES

Date: _____Property Address_____

REO File Name: _____ File #: _____

Make check payable to: _____

Send Check to: _____

_____

Tax I.D # or S.S. #: _____

(This invoice will not be paid unless this information is given)

Phone: _____

Qty	Description	Unit Price	Total
		TOTAL	

Before an invoice is paid or a reimbursement is made, a W-9 must be on record for that vendor. If the supplier of the service is self-employed, we must have a correct mailing address and social security number on file, they also must provide a W-9 Form properly completed and signed. If they are incorporated, they should supply a federal tax ID number on the W-9.