Appendix E3 - Sample Invoice

homeforward 21 2012

hope. access. potential.

Exhibit E-1

P020083972

Home Forward - Rent Well Tenant Education and Landlord Guarantee Program

FY2011-2012

REQUEST FOR PAYMENT

32000613

11-13 20 hij

5000205913

クリリリ かつ バ Contract # 3200613

TO:

City of Portland/PHB

Attn: Ruth Benson/Ryan Deibert 421 SW 6th Avenue, Suite 500 Portland, Oregon 97204

Request for Payment #: 9

Billing Period: 05/01/2012-05/31/2012

General Fund

Budget Category	Contracted Budget	Amount of This Bill	Amount Billed to Date	Balance Remaining
Personnel	\$54,000	\$4,207.68	\$32,000.49	\$21,999.51
Administrative Costs	\$28,000	\$4,410.00	\$20,671.06	\$7,328.94
TOTAL	\$82,000	\$8,617.68	\$52,671.55	\$29,328.45

Housing Investment Fund

Budget Category	Contracted Budget	Amount of This Bill	Amount Billed to Date	Balance Remaining
Client Services	\$40,000	\$848.00	\$2,429.13	\$37,570.87
TOTAL	\$40,000	\$848.00	\$2,429.13	\$37,570.87

Total Amount Requested: \$9,465.68	Total Balance: \$66,899.32			
Home Forward /Prepared by Joni Duff: _ Email: <u>Joni.Duff@homeforward.org</u>	Signature LOuff	Q/20(12 Phone No.: 503-802-8553 Date		
Home Forward/Approved by John Linfe: Email: <u>John.Linfesty@homeforward.org</u>		Date Phone No.: <u>503-802-8532</u>		