



INVOICE

Invoice Number:

Date:

WIN:

Terms: Due Upon Receipt

Billing Department:

Fund & Cost Center:

TO:

COMMENTS OR SPECIAL INSTRUCTIONS:

ACCOUNT	QTY	DESCRIPTION	UNIT PRICE	TOTAL
TOTAL DUE				

Make all checks payable to:

Western Michigan University
Attn: Cashiering
1903 W Michigan Ave
Kalamazoo, MI 49008-5282

All amounts delinquent beyond 30 days of the due date will be subject to a late payment fee of 1.5% per month (18% annually)

THANK YOU FOR YOUR BUSINESS!

For WMU Internal Use Only: Submit the completed invoice to wmu-billing@wmich.edu.