**INVOICE**

Date: \_\_\_\_\_\_\_\_\_ Invoice #: \_\_\_\_\_\_\_

Due upon receipt

**FROM:** (contractor information)

**Name:**

**Address:**

**City, ST Zip**

**BILL TO:** (grantee information)

**Name:**

**Address:**

**City, ST Zip**

|  |  |  |  |
| --- | --- | --- | --- |
| **Qty** | **Description** | **Rate** | **Amount** |
|  | **Presenter for CEU workshop**  Provide nationally certified car seat technicians the opportunity to earn continuing education units (CEU) required for the bi-annual national recertification process. The responsibilities of the CEU presenter include the generation and/or preparation of the curriculum; obtaining pre-approval by Safe Kids Worldwide with event number; helping to coordinate promotion, registration, size and location; generation of agenda, sign-in sheet; and providing authorized signature for recert process.  \_\_\_-hour event, (city), (date of event) |  | $ |
|  |  | **TOTAL** | **$** |