

EXAMPLE OF A TYPICAL TIME & MATERIAL INVOICE  
 Exhibit A – Project Task Summary

Page No. 1 of 1

Smith Engineering, Inc.  
 123 Aerospace Drive  
 Space City, CA 91234

INVOICE DATE: 12/22/00

INVOICE NUMBER: 13098

REMIT TO: File 12900  
 P. O. Box 1234  
 TECHNOLOGICAL, CA 91003

SOLD TO: JET PROPULSION LABORATORY  
 CALIF. INSTITUTE OF  
 4800 OAK GROVE DR.  
 PASADENA, CA 91109

Contract No.: 1234444

TERMS: Net 30 Days

Week Ending Date: 12/17/00

SUMMARY

CWO NO.	JPL PROJECT	JPL TASK	C U R R E N T			C U M M U L A T I V E		
			LABOR COSTS	MATERIAL COSTS	TOTAL CURRENT	LABOR COSTS	MATERIAL COSTS	TOTAL CUM.
0025	123405	1.33.4A	2,494.15	2,424.41	4,672.63	2,768.05	5,003.25	8,159.87
0026	105446	2.4.3.9906	456.92	23.46	480.38	456.92	23.46	480.38
0030	103099	4.345.5	4,556.03	5,094.90	9,650.93	25,095.99	15,998.05	41,093.05
Subtotal			7,507.10	7,542.77	15,049.87	28,320.96	21,024.76	49,345.72
LESS: Retention					(752.49)			(2,467.29)
TOTAL DUE					<u>\$ 14,297.38</u>			<u>\$ 46,878.43</u>

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"I hereby certify that the above bill is correct and just, that payment therefore has not been received, and that the bill is presented with the knowledge that the amount paid will become the basis of a claim against the United States Government."

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Authorized Signature

**EXAMPLE OF A TYPICAL TIME & MATERIAL INVOICE**  
**Exhibit A – Project Task Detail**

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Smith Engineering, Inc. 1  
 123 Aerospace Drive  
 Space City, CA 91234

3 INVOICE DATE: 12/22/00

REMIT TO: File 12900 5  
 P. O. Box 1234  
 TECHNOLOGY, CA 91003

4 INVOICE NUMBER: 13098

SOLD TO: 6 JET PROPULSION LABORATORY  
 CALIF. INSTITUTE OF  
 4800 OAK GROVE DR.  
 PASADENA, CA 91109

Contract No.: 1234444 7

8 TERMS: Net 30 Days

Contract Work Order No.: 0025 9

CONTRACT VALUE: \$350,000.00 21

Week Ending Date: 12/17/00 10

JPL Project/Task No: 12345/1.33.4A 11

**LABOR**

			C U R R E N T						C U M M U L A T I V E		
			HOURS		RATE		DOLLARS	HOURS		DOLLARS	
COMPANY	CATEGORY	BADGE	S/T	O/T	S/T	O/T		S/T	O/T		
DON'S CARPET	FOREMAN	12345	16.0		45.65		730.40	22.0		1,004.30	
TOM'S CARPET	JOURNEYMAN	00456	40.0	2.0	41.50	50.00	1,763.75	40.0	2.0	1,763.75	
<b>SUBTOTAL LABOR</b>			<b>56.0</b>	<b>2.0</b>			<b>\$ 2,494.15</b>	<b>62.0</b>	<b>2.0</b>	<b>\$ 2,768.05</b>	

**MATERIAL**

17 SHAW CARPET	2228810	1,886.43	
CARPET ADHESIVE	432419	322.49	
BIG D NAILS	S1530027	22.79	
SALES TAX		192.70	2,424.41

**SUBTOTAL MATERIAL** \$ 2,424.41 \$ 5,003.25

**SUBTOTAL** 4,918.56 7,771.30  
**LESS RETENTION** (245.93) (388.57)  
**TOTAL** \$ 4,672.63 \$ 8,159.87