

Material Receipt/Voucher



Department of Executive Services
 Finance and Business Operations Division
Financial Management Section
 EXC-ES-0875 IBIS

Vendor Name _____ Date _____

Limited Purchase: Yes No

Voucher					Accounting Flexfield							
Line	Purchase Order Number	Invoice Date	Invoice Number	Amount	Fund	Cost Center	Account	Project	Phase	Sub Project	Grant	Bond Acct
1												
2												
3												
4												
5												
(Include Tax and Freight)				Total >								

Certification By Auditing Officer of King County

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein and that the claims is a just, due and unpaid obligation against King County, and that I am authorized to authenticate and certify to said claim.

Signed _____ Date _____
 Auditing Officer

Material Receipt

Item	Qty Received	Unit	Description	Unit Price	Total Price	Location (Mail Stop) Used	Asset Review
							Tag#
							Signature
							Date
Total >							

I hereby certify that the materials above were received in good condition or, in case of services, that the completed work conform to this order except as noted.

Received by _____
 Printed Name: _____
 Date _____ Mail Stop _____
 Phone Number (____) _____

Certification of Payment: I hereby certify under penalty of perjury that this claim is a just, due and unpaid obligation against King County and I am authorized to certify said claim. The goods or services are determined fair and reasonable based on the following (as checked):

- Current price list Catalog price Advertisements
 Other (explain): _____

Approved By _____ Date _____
 Printed Name: _____
 Phone Number (____) _____ Mail Stop _____