



FIRE INVOICE APPROVAL SHEET

Date Stamps:

Packet #: _____ (FDO Use Only)

Unit / Land Office

Forestry Division Office

Vendor: _____ Land Office: _____

Resource Type: _____ License or SN: _____

Incident Name: _____ Service Dates(s): _____ RO # / IA + Ordering FMO/AFMO

Resource Status: Released Interim Payment Personnel Pay Submitted Separately

Source Documentation Checklist / Submission Order:

- LGFF Invoice
- OF-286 Invoice (Original for each incident)
- Invoice additions/deductions sheet
- OF-297 Shift Tickets
- OF-304 Fuel and Oil Issue Ticket(s)
- Travel receipts (Lodging, Baggage Fee, Parking, etc.)
- Travel or excessive hours authorization GM
- Claim Included
- Other _____
- OF-296 Equipment Inspection, or
 - No Damage/No Claims written in block 22 of the Use Inv?
- OF-294 EERA, IRA, Land Use Agr or other (specify): _____
- Resource Order or IA and Ordering Sup listed above

Before Sending to FDO:

- List Private Vendor TIN on OF-286 and/or Vendor Inv
(Do not list TIN on Fire Payment Approval Sheet)
- Vendor Phone No(s): _____

Remarks / Justification:

Staffed Station Personnel Time Only

Invoice Modification Summary: (Amount, description, etc. Create a continuation sheet if necessary.)

Invoice Allocation:	Private Contractor:	Local Gov't:	Fuel:	Vehicle Damage/	Non-Emp In-State:	Non-Emp Out-of-State:
	Unoperated.....62555 Fully-Operated...621A5	Unoperated.....62554 Fully-Operated...621A4	Unleaded...62216 Diesel.....62242	Repair.....628A7 Land Use.....62501 Crews/Pers...62132	Mileage.....62489 Meals.....62490 Lodging.....62497	Mileage.....62491 Meals.....62492 Lodging.....62493
Org:						Invoice Total
Account:						
Amount:						

Compiled/Audited/Approved By:

Final Audit/Approved By:

Unit / Land Office / Preparer Signature:

Date:

Forestry Division Office Signature:

Date: