

# INVOICE EXAMPLE

In order to process your reimbursement request your invoice must include the following information:

## GUILD UNIVERSITY

Welcome: Benny    Sign Out    My Account    Store News & Offers

🛒 Cart (0)

Supplier

Order Details – Order #142000000099597 – June 14, 2019  
**Guild University Bookstore**

Order Status | Fulfilled

Billing Address

Benny T. Bear  
 4211 Timber Lane  
 Friendly Forest, CO 80424  
 USA

Shipping Address

Benny T. Bear  
 4211 Timber Lane  
 Friendly Forest, CO 80424  
 USA

Proof of Payment

Applied Payments

VISA: \$244.50

Textbook New/Used Condition

Please replace items with the new/used condition that is in-stock

Order Details

| PRODUCT DETAILS  | BUY OR RENT | QTY | UNIT PRICE | TOTAL PRICE            | STATUS    |
|--|-------------|-----|------------|------------------------|-----------|
| <div data-bbox="34 1199 180 1226" style="background-color: #008080; color: white; padding: 2px; border-radius: 5px;">Textbook Title</div> <p><b>Curious Writer Breif (w/MWL Valuepack Access Card)</b><br/>                     Author: Ballenger<br/>                     Edition: 5th<br/>                     Guild University Courses &gt; FALL 2019 &gt; EN &gt; 101 &gt; T314<br/>                     Tracking Number: 487318095459</p> | Buy New     | 1   | \$150.00   | \$150.00               | Fulfilled |
| <p><b>University Sweatshirt</b><br/>                     Size: Large<br/>                     Color: Grey<br/>                     Guild University Logo Sweatshirt</p>  | Buy New     | 1   | \$75.00    | \$75.00                | Fulfilled |
|  |             |     |            | PRODUCT TOTAL:         | \$225.00  |
|  |             |     |            | SHIPPING TOTAL:        | \$7.50    |
|  |             |     |            | SALES TAX*:            | \$12.00   |
|  |             |     |            | RENTAL TAX:            | \$0.00    |
|  |             |     |            | ESTIMATED TOTAL TAX**: | \$12.00   |
|  |             |     |            | ORDER TOTAL(USD):      | \$244.50  |

Textbook Price

\*Final Taxes will be calculated upon order fulfillment  
 \*\*Includes shipping tax if applicable

[Return to Order History](#)