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National Aeronautics and
Space Administration

NASA Shared Services Center
Stennis Space Center, MS 39529-6000

FI INVOICE APPROVAL & INPUT SHEET

Send Completed Form by Encrypted Email With Attached Invoice to NSSC-AccountsPayable@nasa.gov.

Date	NASA Center	Payment Requested Date
	ARC - Ames Research Center	

Sender	Sender's Phone Number	Sender's Email Address

☐ Employee ☐ Vendor Name and Address	Invoice Number
	Amount (USD)

Service Description

Accounting Classification	
G / L Account Number	
Cost Center	
Function Code	
WBS	
Fund	
Fund Center	
Benefitor (if applicable)	
Earmark (if applicable)	

"I hereby certify and approve the attached invoice for payment by the NSSC from the Resources Funds provided above."
Approval Signature Must Not Be Employee Name Above.

Approval for Payment Signature	Title

Receipt Date (if applicable)	Acceptance Date (if applicable)

Special Handling Notes