Submitting Name (Municipality)

Project Name, Number, Expenditure Account – Location

Invoice Number

Invoice Period

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Municipal Charges |  |  |  |  |
|  | Contract Amount | Total Billed To Date | Previous Invoice | Current Invoice |
| Direct Labor | $135,200.00 | $800.00 | $100.00 | **$700.00** |
| Direct Cost | $4,800.00 | $629.15 | $10.00 | **$619.15** |
| Indirect Costs1 |  | $945.00 | $0.00 | **$945.00** |
| Subtotals | $140,000.00 | $2,374.15 | $110.00 | **$2,264.15** |
|  |  |  |  |  |
| Direct Labor Break Down |  |  |  |  |
|  | Hours | Rate | Total |  |
| John Doe | 40 | $10.00 | $400.00 |  |
| Jane Doe | 20 | $15.00 | $300.00 |  |
| Direct Labor Total | | | **$700.00** |  |
|  |  |  |  |  |
| Direct Costs Break Down |  |  |  |  |
|  |  |  |  |  |
| Blue Print Co. |  |  | $600.00 |  |
| Bob’s Film Developing |  |  | $19.15 |  |
| Direct Cost Total | | | **$619.15** |  |
|  |  |  |  |  |
| Indirect Costs1 Break Down |  |  |  |  |
|  | Direct Labor | Overhead Rate1 | Total |  |
|  | $700.00 | 1.35 | $945.00 |  |
|  |  |
| Total Indirect Costs | | | **$945.00** |  |

Indirect Costs to the municipality and Overhead Rates must be approved by VTrans in advance.