



# Mentor Invoice Template

Name:

Address:

Date:

Time Sheet:

Date(s):                      Description: (Farm visit, email, etc)                      # of Hrs:    At \$/hr:

| Date(s): | Description: (Farm visit, email, etc) | # of Hrs: | At \$/hr: |
|----------|---------------------------------------|-----------|-----------|
|          |                                       |           |           |
|          |                                       |           |           |
|          |                                       |           |           |
|          |                                       |           |           |
|          |                                       |           |           |

Total Time: \$

Travel: (reimbursed at \$.50/mile)

Date(s):                      Location of Travel:                      # Miles:    At \$.50/mi:

| Date(s): | Location of Travel: | # Miles: | At \$.50/mi: |
|----------|---------------------|----------|--------------|
|          |                     |          |              |
|          |                     |          |              |
|          |                     |          |              |

Total Travel: \$

Signature:

Total Invoice: \$

Date:



Written and designed by staff at the Northeast Organic Farming Association of Vermont. This product was developed with support from U.S. Department of Agriculture's Agricultural Marketing Service, National Organic Program