

PantherExpress System Specialty Forms – How do I get an Invoice Paid?						
Non-Contract Specialty Forms			Contract-Related Specialty Forms			
Dues, Professional Memberships, Registrations, & Subscriptions	Other Payment Request	Refunds	Conference and Event	Professional Services Agreement	Research SubContract	Supplier Provided Agreement
An invoice is automatically generated by the PantherExpress System from the data you enter in the Specialty Form. Attach a copy of the invoice you receive from the supplier, when completing the form. Submit for approval.			Complete the Specialty Form, attaching a copy of the service contract to the form. Submit the form for approval. As invoices are received for services, enter them into the PantherExpress System against the approved Specialty Form. Attach copies of the invoices to the Specialty Form.			

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