



Date _____

Central Office Use Only	
Schedule No.: _____	Item No.: _____

Payable: Do not include names of individuals i.e. mayor, treasurer. Field will be completed with the local agency proper name and proper mailing address. The local agency name should be the same as shown on the Local Agency Agreement form BLR05310.

Engineer of Local Roads and Streets

Payment No.:	Payment No.: field can be any sequence number utilized by the submitting local agency, limited to 10 characters.
Obligation No.:	Obligation No.: field can be left blank and will be completed by LRS.
Engineering Service Dates (From, To):	Service Dates (From, To): field is the begin and end dates of service for the Invoice. Note: IDOT's fiscal year runs from July 1 st of one year through June 30 th of the following year. It would greatly enhance BLRS's ability to process an Invoice if all Invoice Amount requests on the Invoice adhere to a service period within the same IDOT fiscal year. This is not mandatory if reimbursement does not exceed the allowable reimbursement amount directed by the Local Agency Agreement form BLR05310. If the Invoice Amount does not exceed the allowable reimbursement amount a program addition will need to be requested and the costs incurred in the previous fiscal year will need to be calculated.
Local Agency Agreement execution Date:	Agreement Date: field is the date Local Agency Agreement form BLR05310 is signed by IDOT.
State Job No.: MFT	The Job No.: field is the state job number contained in the Local Agency Agreement form BLR05310.
Section No.: Project	Section No.: field is the MFT section number contained in the Local Agency Agreement form BLR05310.
Location: Project	Improvement Location: field should match the Local Name in the Location section of the Local Agency Agreement form BLR05310.
Description:	Improvement Description: field should match the Project Description in the Local Agency Agreement form BLR05310.
	Max. Reimbursement: field is the upper limit of compensation in the Local Agency Agreement form BLR05310. Please note that the actual maximum reimbursement by IDOT/LRS will be the <u>lesser</u> of one of the following: <ul style="list-style-type: none"> a. The upper limit noted on the Local Agency Agreement form BLR05310, b. The upper limit shown on the IDOT/LRS approval letter for a Local Agency-Consultant agreement. or, c. The federal share of construction engineering, which may not exceed 15% of the federal share of the final construction cost. <p style="text-align: center;">If necessary, the maximum reimbursement will be adjusted accordingly by LRS.</p>
Max. Reimbursement:	
Previous Reimbursement:	Previous Reimbursement: field is the sum of all amounts previously reimbursed to the local agency for the project.
Total Expenditure:	Total Amount: field is the total amount of all expenses incurred by the local agency for the current Service Dates period. Ensure the total amount of the Invoice agrees with the supporting documentation (see below) and that all expenses incurred and submitted for reimbursement do not differ from the scope of services or direct costs approved by IDOT/LRS.
Invoice Amount:	Invoice Amount: field is the amount the local agency is eligible to receive based upon the terms as noted in item 10 above.

IDOT District Local Roads Bureau Chief Signature

 District Local Roads and Streets Engineer