



TA COOP INVOICE

Invoice #:

Date:

FROM:

Agency Name:

VAX Account:

Address:

City, State, Zip:

Phone:

ATTN:

Travel Agency Coop
Apple Leisure Group® Vacations
8969 N. Port Washington Rd.
Milwaukee, WI 53217
tacoopinvoices@applelg.net

BDM	COMMENTS	TERMS	DUE DATE
		Net 30	

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL

SUBTOTAL	
SALES TAX	
ALGV TOTAL DUE	

Submission Guidelines:

- VAX account number, agency name, agency address, date, and invoice # must be included on invoice.
- An invoice showing Apple Leisure Group Vacations' portion (up to 50% of total expense). Marketing funds must be matched by agency dollar-for-dollar.
- Proof of performance for all initiatives executed must be provided.
Example: Screen shots for digital ads, radio station affidavit, magazine ad, etc.
- An invoice showing the total amount of the ad(s) from the company you worked with.
Example: Radio station, printers, newspapers etc.
- Invoices must be sent in within 30 days of activity.

All invoices will be paid 30 days after the invoice is received. If submission guidelines are not followed, ALGV reserves the right to delay or refuse payment.

THANK YOU FOR YOUR BUSINESS!