

## Notice of Satisfactory Completion of Personal Services Contract

Goods and services, as described in the Personal Services Contract No. \_\_\_\_\_  
 issued to \_\_\_\_\_ on \_\_\_\_\_, 20\_\_\_\_  
 for the period \_\_\_\_\_, have been performed and completed to the  
(period of service covered for this payment)  
 satisfaction of Walla Walla Public Schools, as attested by the signature of its authorized  
 representative (below), on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
 Walla Walla Public Schools Representative

Payment Due:	Total Amount Due:	Breakdown of Amount by Account Code	
		Amount	Account Code
Pay as Contracted:	\$ _____	\$ _____	_____
Pay Differs		\$ _____	_____
from Contract:	\$ _____	\$ _____	_____

**NOTE:** It is the responsibility of the Walla Walla Public School employee whose signature appears above to return this completed NOTICE to the School District's Business Office. All Personal Contracts are subject to Walla Walla Public School's determined timelines regarding payment. This completed NOTICE will cause the School District's Business Office to begin the payment process. Prompt return of this NOTICE, the responsibility of the School District representative who signs above, results in prompt payment.

Received on \_\_\_\_\_ by \_\_\_\_\_  
Walla Walla Public Schools Business Office