

Thomas Jefferson National Accelerator Facility (Jefferson Lab)
12000 Jefferson Avenue
Newport News, Virginia 23606
(757)269-7100—Fax (757)269-7363

Proforma Invoice for Hand Carry Export

TRAVELER	COUNTRY OF DESTINATION	INSTITUTION VISITING/ CONFERENCE TITLE	DATE OF DEPARTURE	DATE OF RETURN

Laptop Make/Model: _____

Property Tag Number: _____

Processor Speed: _____

Installed Software: _____

Cell Phone Number & Serial Number: _____

Is this a Travel Laptop:
YES NO

Total Price: _____

Travel Coordinator: _____

CERTIFICATION: I certify that the factual information shown on this invoice is true and correct, and that any information provided that is based on estimates, is based on the best information on the date of this application.

TRAVELER'S SIGNATURE