



CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

Exhibit A Lost/Missing Receipt of Goods Verification Form

I certify that the following item(s) were ordered from the following vendor specified below:

_____ received on: _____
(Name and City of vendor) (Date)

Description of item(s):

Quantity of item(s): _____

Cost of item(s) including: subtotal, sales tax, shipping/ handling TOTAL: \$ _____

Reason (s) for not retaining original receipt/invoice for this order:

(Cardholder Signature)

(Date)

(Approving Official Signature)

(Date)