



Send electronic invoices to: Mary Finnamore, Mary.Finnamore@edinaschools.org

Send class questions to Brandon and Annie: Brandon.Sieck@edinaschools.org

Annemarie.Schilling@edinaschools.org

Note: Instructors who are Edina Public Schools employees should use the EPS Employee - Instructor Invoice Form (edinacommunityed.com/employeeinvoice).

INSTRUCTOR INFORMATION

Name:

Check Payable To (if different):

Phone Number:

Email Address:

Address:

City:

State:

Zipcode:

Signature:

Date Submitted:

NAME OF CLASS	COURSE #	DATE(S) AND TIMES OF CLASS	# OF PARTICIPANTS SESSIONS OR HOURS	AMOUNT DUE

Notes:

Total Amount Due:

OFFICE USE ONLY

Budget Code:

Vendor #:

Supervisor Signature:

Date: