

**PAYMENT ACTIVITIES REPORT**

**CENTER:** \_\_\_\_\_ **REPORT PERIOD:** \_\_\_\_\_

INVOICE PAYMENTS				CONTRACT FINANCING PAYMENTS				TOTAL PAYMENTS			
Number	%	Amount (\$K)	%	Number	%	Amount (\$K)	%	Number	%	Amount (\$K)	%

**1. TIMELINESS:**

a. Early

(1) Approved

(2) Not Approved

(3) TOTAL Early

b. Late

c. On-Time

d. TOTAL Payments

**2. METHOD:**

a. EFT

b. Treasury check

c. Other non-EFT

d. TOTAL Payments

**3. DISCOUNTS:**

Dollar amounts entered below shall be in whole dollars.

a. Available

b. Taken

c. Not Taken

**4. PENALTIES:**

a. Interest penalties paid

b. Additional penalties paid

c.(1) TOTAL penalties paid

c.(2) Percentage of TOTAL payments

d. Penalties due, not paid

**5. ERRONEOUS PAYMENTS**

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**6. OTHER INFORMATION:**

a. Name, phone #, email  
address of contact person

b. Date of last Cash Mgt.  
Review (FMM 9051-5b.)

c. If statistical sampling used,  
provide details

d. Comments