



Invoice Record Keeper

Use this document to assist you with tracking invoices before submitting them to MDE's Invoice Data Submission Module in GEMS/MARS. If you did not receive an invoice or receipt, such as at the farmers market, use this document to track all information, get the vendor name, and have the vendor initial below then save this document for record keeping. Note: you MUST submit the invoice data in GEMS/MARS to receive reimbursement.

Date of purchase _____

Product(s) _____

Farm (where the produce was grown) _____

Farm County _____

Other Vendor/Supplier (if applicable) _____

i.e. if you purchased from a vendor or supplier who did not grow the produce

\$ Amount _____ Vendor Initials (if applicable) _____

Notes _____

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