



**Metro**

Los Angeles County  
Metropolitan Transportation Authority

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Los Angeles, CA 90012-2952

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Metropolitan Transportation Authority**

Electronic Invoice Submittal Form

Please use this as a cover sheet and email the invoice as a PDF file to  
**accountspayable@metro.net**

VENDOR NAME	
INVOICE NUMBER	
INVOICE DATE	
INVOICE AMOUNT (GROSS)	\$
INVOICE RETENTION (5%)	\$
INVOICE AMOUNT DUE (NET)	\$
PURCHASE ORDER#	
REMIT TO ADDRESS:	
PAYMENT TERMS	