

Erwin Technical Center
 2010 East Hillsborough Ave.
 Tampa, FL 33610

Invoice #: _____
 To: _____

Date: _____
 Student: _____
 S.S.#.: _____

Program: B070330-10 - Administrative Assistant

Class: 00 - Default

Quin *	Item	Cost	Received	Date
	ACTIVITY FEE	\$5.00		
	APPLICATION FEE	\$10.00		
	TEST FEE	\$3.00		
	TEXTBOOKS:			
1	KEYBOARDING AND WORD PROCESSING/1-120 9780324828566	\$167.90		
1	BUSINESS COMMUNICATION 9780538449472	\$76.50		
1	MS WINDOWS XP COMPREHENSIVE 0619254971	\$103.10		
1	SOLVING BUSINESS PROBLEMS ON THE CALCULATOR 0-07-830020-7	\$56.25		
	SUPPLIES:			
1	FLASH DRIVE VER95018	\$27.50		
2	MS OFFICE ACCESS 2007/COMPREHENSIVE 9781418843410	\$103.10		
2	MS WORD 2007-COMPREHENSIVE CONCEPTS & TECHNIQUES 1-418843385	\$103.10		
3	MS OFFICE POWERPOINT 2007 COMPREHENSIVE 1418843474	\$103.10		
3	DESIGN COLLECTION REVEALED 9781428319622	\$80.95		
4	MS OFFICE EXCEL 2007-COMPREHENSIVE CONCEPTS & TECHNIQUES 97814188	\$103.10		
4	ADMINISTRATIVE PROFESSIONAL 9780538729482	\$105.00		
5	MICROSOFT OFFICE 2007 ILLUSTRATED PROJECTS 9781423905462	\$38.10		
5	DATA ENTRY: SKILLBUILDING & APPLICATIONS 0-538434775	\$52.20		
5	YOUR CAREER-HOW TO MAKE IT HAPPEN 0-538730994	\$71.55		

* Number preceding books or supplies indicates the Quinmester of enrollment they are needed.

I have received the books and bookstore items listed above and initialed by me and have read and agree to the following statement: I hereby authorize the ERWIN CENTER to bill the appropriate sponsoring agency for the cost of my books and fees as itemized above. In the event payment is withheld for any reason, I agree to pay these costs myself within 30 days from date of notification. ABOVE FEES ARE SUBJECT TO HILLSBOROUGH COUNTY SALES TAX.

 Student Signature

 Date