

**NATIONAL BUREAU OF ECONOMIC RESEARCH, INC.**

**REQUEST FOR PAYMENT**

(Complete all but shaded areas)

Accounts Payable Department  
1050 Massachusetts Avenue  
Cambridge, MA 02138

<b>VENDOR NUMBER</b>	<b>CHECK NUMBER</b>	<b>CHECK DATE</b>
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**VENDOR NAME**  
Hotel Marlowe

**ADDRESS**

**ADDRESS**

**CITY, STATE, ZIP**

CHARGE THE FOLLOWING ACCOUNTS:

Project, Grant or Conference Name	Project/Grant/Conf Number					Object Code	Amount
	Project	Yr	Sub	Adtl	-		
	xxxxx	xx	xx	xx	xxxx		
Hotel Marlowe (EEE)	19100	19	20	00	-	7320	\$ 41,819.02
					-	7325	\$ 1,747.81
Hotel Marlowe (Real)	19100	19	22	00	-	7320	\$ 25,878.78
					-	7325	\$ 1,138.94
Hotel Marlowe (Urb)	19100	19	39	00	-	7320	\$ 20,257.91
					-	7325	\$ 1,727.76
					-		
					-		
<b>TOTAL AMOUNT OF CHECK</b>							<b>\$ 92,570.22</b>

**EXPLANATION**

**NBER Procurement Policy**      Check all that apply:

1.) Micro purchase (up to \$9,999)	<input type="checkbox"/>	(no additional documentation required)		
2.) Small purchase (\$10,000 to \$249,999)	<input type="checkbox"/>			
3.) Sealed bid (\$250,000 or more)	<input type="checkbox"/>	Procurement Bid	<input type="checkbox"/> on file	<input type="checkbox"/> attached
4.) Competitive proposal (\$250,000 or more)	<input type="checkbox"/>	and Disclosure Forms		
5.) Sole source (\$10,000 or more)	<input type="checkbox"/>	Sole Source Justification and Disclosure Forms	<input type="checkbox"/> on file	<input type="checkbox"/> attached

**Payments for Professional Services (object code 6600) and Subcontracts (object code 7700)**

1.) Consultant Contracts (6600)	<input type="checkbox"/>	Contract on file	<input type="checkbox"/>	Contract attached
2.) Agreement for Research Services (6600)	<input type="checkbox"/>	Agreement on file	<input type="checkbox"/>	Agreement attached
3.) Sub-Award Contract (7700)	<input type="checkbox"/>	Sub-Award Agreement on file	<input type="checkbox"/>	Sub-Award Agreement attached

**PERSON REQUESTING CHECK**      In signing this I certify that these expenses are not being reimbursed by any other organization.      **DATE**

**APPROVAL SIGNATURE**      **DATE**