

# On Top of the Palms

Direct Bill Form

Phone: (813) 974-3573

Forward by e-mail only to: catering@admin.usf.edu

Reservation Date & Time: \_\_\_\_\_

Invoice to the attention of: \_\_\_\_\_

Mail Pt: \_\_\_\_\_ Phone # \_\_\_\_\_

Email Address: \_\_\_\_\_

Invoice to Department: \_\_\_\_\_

Dining Guest Name/Group: \_\_\_\_\_

Dining Guest Phone Number: \_\_\_\_\_

Business Purpose: \_\_\_\_\_

BILLING: (Please circle one): NET 30 OR GIK  
(If GIK, contact must be authorized user of GIK account.)

Guest Count \_\_\_\_\_ @ \$9.00 Per Person = \$ \_\_\_\_\_

Plus 18% Gratuity \_\_\_\_\_ Total \$ \_\_\_\_\_

Signature \_\_\_\_\_