

# Invoice Status Certificate - ISC

European Fund for the Integration of Third Country Nationals (IF) Annual Programme 2012

<b>Project Details</b>	
Name	
Code	

<b>Contract Information</b>			
Comm. Level No.			
Contract Code			
Description			
Financial Component	Contract Date	Allocation	Disposal
	(Euro)	(Euro)	(Euro)
Eligible Expenditure	430.70	430.70	430.70
Remarks			

<b>Guarantees</b>				
Date/Remarks	Type	Reference	Executed	Amount (Euro)

<b>Invoice Details</b>	
Certificate Date	
Invoice No.	Invoice Date 16/10/2013
Trade Name	VAT No. -
Address	
Account Holder	
Account No.	
Bank	
Invoice Description	Journalist
Remarks	
Financial Component	Allocation
	(Euro)
Eligible Expenditure	430.70
Total	430.70

<b>Financial Details</b>			
Financial Component	Financial Source	Percentage (%)	Amount (Euro)
Eligible Expenditure	Community	75.00	323.03
Eligible Expenditure	National Private	25.00	107.68

Notes/Remarks:

<b>Checklist - Certify Work_Beneficiary</b>		
Is the original invoice and/or request for reimbursement and any other required documents attached?	Yes	No
<u>Validation of Documents</u>		
- Is the expenditure being claimed in line with the 'grant agreement' issued by the Responsible Authority?	Yes	No
- Is the line item on the invoice eligible?	Yes	No
- Is the invoice / request for re-imbursement based on a valid contract/purchase order/authorisation?	Yes	No
- Does the invoice reflect the schedule of payments in the respective contract? (if applicable)	Yes	No
- Are the following details on the invoice and / or request for reimbursement all correct: date, line item, quantity, amount, contractor's details and/or entity's details, VAT element?	Yes	No
- Is the amount on the invoice arithmetically correct?	Yes	No
- The ISC must be final not a draft. Was the Certify Work Beneficiary level (Payment Authorisation section) marked as "Complete" prior to generation to this ISC?	Yes	No
<u>Delivery of product/service:</u>		
- Unless the invoice is for an advance payment, have the works/products/services been delivered according to contract specifications / Terms of Reference?	Yes	No
	Advance Payment	
<u>Compliance with National and Community rules:</u>		
- Have relevant National and Community rules, including Public Procurement Regulations, Manual of Procedures (if applicable) and Rules on Eligibility been complied with?	Yes	No
<u>Double Funding:</u>		
- Has this expenditure be financed from any other EU funds or national budgets?	Yes	No
If no, it is hereby being declared that this expenditure has not been financed from any other EU funds or other national budgets and does not give rise to double-funding.		
Signature:	IF 12/04 Certify	Date:

<b>Checklist - Confirmation_RA</b>		
<u>Ensuring that the Beneficiary carried out the required checks:</u>		
- Has the Beneficiary carried out the required checks and completed the Invoice Status Certificate (ISC) as required and updated the SIS?	Yes	No
- Have relevant National and Community rules, including the Public Procurement Regulations, the Manual of Procedures (if applicable) and Rules on Eligibility been complied with?	Yes	No
- Has the Beneficiary uploaded the invoice or equivalent into the SIS?	Yes	No
- Does the payment correspond to a valid contract/Agreement/Purchase Order/Authorisation?	Yes	No
- Is the amount requested arithmetically accurate?	Yes	No
- Is the correct co-financing rate being claimed for payments?	Yes	No
- Have all supporting documentation been checked according to the RA checklist?	Yes	No
<u>Delivery of product/service:</u>		
- Has the correct commitment been raised through the DAS by the respective Accounting Officer in respect to direct payments (if applicable)?	Yes	No
	Not Applicable	
- Does the commitment and the invoice have common recipient names, common corresponding VAT identification numbers and analogous amounts?	Yes	No
- Upon confirmation of the above, has the RA confirmed the status of Confirmation by Responsible Authority as complete in the SIS?	Yes	No
Signature:	Responsible Authority - Financial Control Unit	Date:

<b>Checklist - Acceptance_Treasury</b>		
<u>Checking the Invoice and ISC:</u>		
- Have the Beneficiary and the RA completed, checked and signed the ISC?	Yes	No
- Are the documents attached to ISC original if applicable?	Yes	No

<u>Confirming the commitment:</u>		
- Is the commitment issued by the Accounting Officer in the Ministry accurate?	Yes	No
- Has the commitment been produced out of the correct incidence of charge - budget line?	Yes	No
- Is the invoice or equivalent in line with National rules?	Yes	No
- Is the correct co-financing rate being claimed for payments?	Yes	No
<u>SOLID System (SIS) 2007-2013:</u>		
- Have the Beneficiary and the RA marked the status of the ISC as complete in the relevant section of the SIS 07-13?	Yes	No
<b>Signature:</b>	<b>Date:</b>	
Treasury		