



ATTACHMENT J-6 CS3 Monthly Revenue Report

CS3 Monthly Revenue Report

Reporting Period - Identify the current Reporting Period (e.g., October 1, 20XX to October 31, 20XX).

Contractor Name – Your Company Name

Contract Number – Your CS3 Contract Number

Task Order Number – The order number “assigned” by the Ordering Agency.

Date Received Payment - Date the payment is received by the vendor from the Agency.

Invoice Number - Tracking number of the invoice

Agency Name - Name of Agency

Amount Received from Agency - Total dollar amount received in payment to the Contractor from the Agency receiving the products and services.

GSA Management Fee Due (2%) - This fee is 2% of the total payment amount received from the Agency for a specific order.

Previous Monthly Balance - Amount management fees the Contractor owes GSA from the previous month.

Current Monthly Amount Remitted to GSA - GSA Management fee amount that the Contractor submitted to GSA for the current month's reporting period.

Remaining Balance/Carryover to Next Month - This is the total amount of GSA Management fee due for the current month plus the previous month's balance minus the amount submitted to GSA for the current month.

EFT Number - Transaction identification number of Electronic Funds Transfer (EFT). If more than one EFT payment is submitted for the reporting period the Contractor shall identify all EFT Numbers and Amounts for the reporting period. The total EFT Amount(s) shall total the "Current Monthly Amount Remitted to GSA" identified on the report.

EFT Date - Enter the date of the EFT payment

EFT Amount - Enter the amount of the EFT payment

