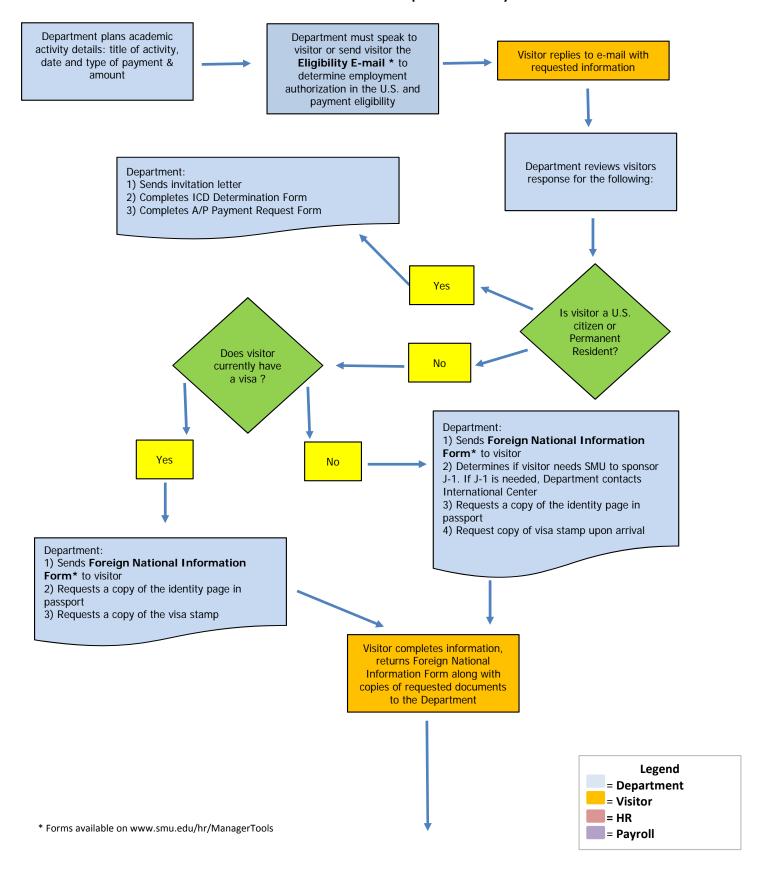
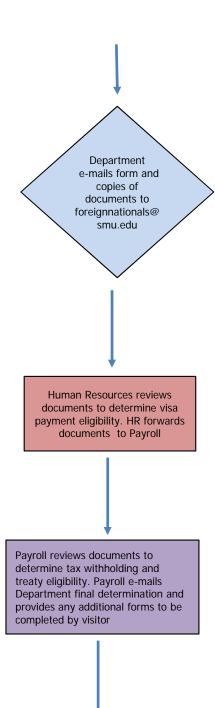
Process Flow for Non-Payroll Payments

Note: Process must be completed for every visit





Department

- 1) Sends visitor the invitation letter and any additional forms required
 2) Completes ICD Determination Form
- 3) Completes A/P Payment Request Form, attaches copy of invitation letter and any additional forms that were requested