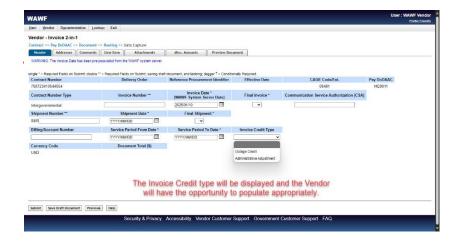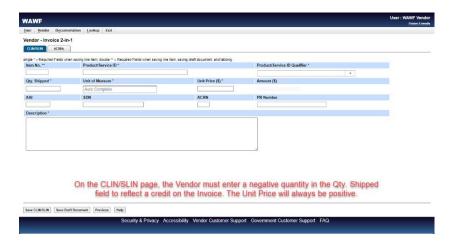# DISA TELECOM CREDIT INVOICE

Quick Reference Guide

DISA Telecom Credit Invoice Submission

The Vendor Role is used to create the DISA Telecom Credit Invoice. To create a DISA Telecom Credit Invoice, the initiator must enter FAMIS Pay Official DoDAAC HQ0811 and ensure all required fields are completed accurately. The Vendor will submit a negative Quantity Shipped Value on the CLIN/SLIN tab.

The Invoice Credit type will be displayed and the Vendor will have the opportunity to populate appropriately.

On the CLIN/SLIN page, the Vendor must enter a negative quantity in the Qty. Shipped field to reflect a credit on the Invoice. The Unit Price will always be positive.

Highlights

DISA Telecom Credit Invoice

Invoice Credit Type Field

Negative Quantity Shipped Value on the Line