

**HEARST** television inc

**RECEIVABLES CREDIT/DEBIT MEMO FORM**

Note: Complete this form electronically and use the drop down menus when provided.

Today's Date: November 10, 2015

Station: WGAL Drop Down

Sales Region: NATIONAL Drop Down

Agency: Campaign Group

Advertiser: Dubow

Invoice # 1399598-1 Net Invoice Amount \_\_\_\_\_

Invoice Date November 8, 2015 Amount Paid \_\_\_\_\_

Adjustment to Gross Billing \$ \_\_\_\_\_

Adjustment to Net Billing \$ \_\_\_\_\_ **212.50**

AE Name: Mary Tricoli

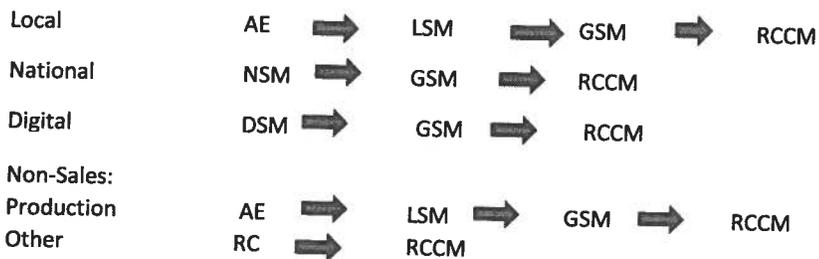
Reason for DEBIT/CREDIT: POLITICAL RATE ADJUSTMENT Drop Down  
(Field Required - must use drop down list)

**EXPLANATION (Please explain in detail):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CBO Tracking # \_\_\_\_\_

**REQUIRED APPROVALS:**



Form with all required approvals emailed to CBO / AR Associate

Input to Wide Orbit on: \_\_\_\_\_ by \_\_\_\_\_

Updated 07/31/13

