



THE INVOICE

All invoices must meet the following requirements in order to be approved:

Basics

It has to be called INVOICE. (Proposals, statements, etc. are not accepted).

It has to have a consecutive number. (The date is not that number).

It has to have a date.

About the Supplier

Complete supplier's name (Corporation or Personal)

Complete supplier's address

Supplier's Telephone number

Supplier's Email

FEI Number (Companies only)

Social Security Number (Personal only) (Verbally and the first time only).

Who to Charge

Invoices must be addressed to Cruz Construction Group Inc

2645 Executive Park Drive, Suite 338, Weston, FL 33331

What Project

Name of the Project's owner (Ask the Project's supervisor)

It should also have the project's complete address.

What is Charged

Detailed description of the executed or planned work.

Charge amount

Invoices should be issued for 100% the contract's price

No partial payment invoices need it .

Send invoices to cruxinvoices@gmail.com

INVOICES NOT MEETING THESE REQUIREMENTS CAN NOT BE ADDED TO THE
PAYMENT PROCESS