Fictional Alex Morgan

CONTRACT FLIGHT SERVICES

INVOICE

SAMPLE-2026-001

SAMPLE · NOT FOR PAYMENT

FROM
Fictional Alex Morgan

BILL TO
Northwind Aviation (fictional)

ISSUE DATE	TERMS	CURRENCY
Oct 17, 2026	**Sample only**	**USD**

TRIP DETAILS

Northwind Aviation · KTEB–KPBI

Oct 14, 2026 – Oct 17, 2026

Contract day compensation

DATE / DESCRIPTION	QTY	RATE	AMOUNT (USD)
Wed, Oct 14, 2026 · Position to KTEB, preflight	1	$1,450.00	$1,450.00
Thu, Oct 15, 2026 · KTEB–KPBI with passengers	1	$1,650.00	$1,650.00
Fri, Oct 16, 2026 · Standby at KPBI	1	$1,450.00	$1,450.00
Sat, Oct 17, 2026 · KPBI–KTEB, return	1	$1,450.00	$1,450.00
		Contract day compensation subtotal	**$6,000.00**

Reimbursable actual expenses

DATE / DESCRIPTION	QTY	RATE	AMOUNT (USD)
Hotel (2 items)			$409.50
Catering (1 item)			$185.00
Tips (1 item)			$63.05

Itemized in the Expense Detail Report that follows.

Reimbursable actual expenses subtotal	**$657.55**

Per diem allowance

DATE / DESCRIPTION	QTY	RATE	AMOUNT (USD)
Per diem · 4 eligible days · crew meals	4	$50.00	$200.00
		Per diem allowance subtotal	**$200.00**

Contract day compensation	**$6,000.00**
Reimbursable actual expenses	**$657.55**
Per diem allowance	**$200.00**

TOTAL DUE · USD **$6,857.55**

NOTES

FICTIONAL SAMPLE — NOT FOR PAYMENT

Expense Detail Report

SAMPLE-2026-001 · Northwind Aviation · KTEB–KPBI

Expenses by category

DATE / DESCRIPTION	QTY	RATE	AMOUNT (USD)
Hotel			
Oct 14, 2026 · DEMO Hotel · first night	1	$210.50	$210.50
Oct 16, 2026 · DEMO Hotel · second night	1	$199.00	$199.00
		Hotel subtotal	**$409.50**
Catering			
Oct 15, 2026 · DEMO Caterer · passenger catering	1	$185.00	$185.00
		Catering subtotal	**$185.00**
Tips			
Oct 17, 2026 · DEMO Ground Transport · tip	1	$63.05	$63.05
		Tips subtotal	**$63.05**
		Expenses total	**$657.55**

FICTIONAL RECEIPT - NOT FOR PAYMENT

DEMO Hotel · first night

Northwind Aviation · KTEB–KPBI

Date: 2026-10-14

Total: USD 210.50

Fictional supporting purchase; no real transaction.

FICTIONAL RECEIPT - NOT FOR PAYMENT

DEMO Hotel · second night

Northwind Aviation · KTEB–KPBI

Date: 2026-10-16

Total: USD 199.00

Fictional supporting purchase; no real transaction.

FICTIONAL RECEIPT - NOT FOR PAYMENT

DEMO Caterer · passenger catering

Northwind Aviation · KTEB–KPBI

Date: 2026-10-15

Total: USD 185.00

Fictional supporting purchase; no real transaction.

FICTIONAL RECEIPT - NOT FOR PAYMENT

DEMO Ground Transport · tip

Northwind Aviation · KTEB–KPBI

Date: 2026-10-17

Total: USD 63.05

Fictional supporting purchase; no real transaction.