

Summitvale Travel Coordination
melissa.park@summitvale.example.com

Vendor invoice

Invoice number: STR-2048

Invoice date: April 5, 2026

Due date: April 19, 2026

Bill to: Harborlane Advisory Group

Payor entity: Harborlane Advisory Group LLC

Description: Executive travel coordination and itinerary changes

Subtotal: \$728.00

Tax: \$57.40

Total due: \$785.40

Please advise Summitvale if payment timing changes materially.

Please keep this invoice number in the email subject line for any finance follow-up.