

RM

September 28, 2005

NOTICE TO THE TRADE – DeCA NOTICE 05-155

SUBJECT: Vouchers Paid by DFAS-CO

Effective October 1, 2005, DFAS-CO will no longer be mailing Standard Automated Accounting System hard copy vouchers to vendors. As an alternative, payment information may be obtained on the Internet through the Defense Finance and Accounting Service “myInvoice” system. The Web site links below will allow registration and information:

- Registration Instructions:
https://myinvoice.csd.disa.mil//registration_instructions.pdf
- myInvoice Report/Query Instructions:
https://myinvoice.csd.disa.mil/MyInvoice_Report_Instr.doc
- myInvoice: <https://myinvoice.csd.disa.mil//index.html>

The myInvoice system allows vendors to query three different ways:

- **Payment Definition:** Query paid invoices by EFT number, check number, or voucher number.
- **Status and Date:** Query paid and/or unpaid invoices.
- **Contract or CLIN:** Query by contract number or invoice number.

If further assistance is needed, my point of contact for this Notice to the Trade is Mr. Wayne Davis at (804) 765-2908 or wayne.davis@deca.mil.

//s//

J. T. Kinsey
Director, HQ Operations