## **INVOICE SUBMISSION GUIDELINES**

## **REGION 2**

## Milford/New Haven

Please email invoices to: <u>DCFREGION2.WAFINVOICE@ct.gov</u>. When submitting by email please type office location "New Haven" or "Milford" and name of Social Worker in the subject line of the email. This will avoid delays in processing.

If faxing invoices please submit to Right fax number 860-920-3120. Indicate the office location and name of Social Worker on the subject line of the fax cover sheet.

## **DCF AREA OFFICE GRANTS & CONTRACTS SPECIALIST**

Gail Franklin Phone: 203-786-2597 Fax: 203-786-2536 Email: <u>Gail.franklin@ct.gov</u>