

## INVOICE SUBMISSION/CONTRACT FINANCING REQUEST

Invoice/Financing Request Instructions for NIH Cost-Reimbursement Type Contracts, NIH(RC)-I, are attached and made part of this contract. The instructions and the following directions for the submission of invoices/financing request must be followed to meet the requirements of a "proper" payment request, pursuant to FAR 32.9.

- I. Invoices/financing requests shall be submitted as follows:

An original and two copies to the following designated billing office:

\_\_\_\_\_  
Name of Contracting Officer

\_\_\_\_\_  
Name of Institute, NIH

\_\_\_\_\_  
Building      Room

\_\_\_\_\_  
City              State      Zip Code

2. Inquiries regarding payments should be directed to the designated billing office, (301) \_\_\_\_ - \_\_\_\_.