

APPENDIX A- _____
to User Agreement No. **PR-** _____

between **UT-BATTELLE, LLC (CONTRACTOR)** and

USER INSTITUTION'S NAME (USER)

Pursuant to the above-identified User Agreement and subject to the terms and conditions stated therein, CONTRACTOR shall provide, furnish, or otherwise make available to duly authorized employees or representatives of USER the following facilities, equipment, services, material and/or information for the following purpose.

Facility	
Purpose	(Number and Title of Proposal/Project)
Term	The earlier of <u> </u> years from date of last signature on this Appendix or termination of the User Agreement
Cost	\$
Advance Payment	\$ (DUE UPON RECEIPT)
Billing Period/Interval	***NOTE: This document shall serve as an invoice***
Invoice #/Date	
ORNL Technical Contact	
Special Provisions	
Select One:	<input type="checkbox"/> Partial Cash Advance <input type="checkbox"/> Full Cash Advance <input type="checkbox"/> Full Cash Advance/Task-by-Task Basis (see payment schedule)

To be completed by USER:

<p><u>Organization Classification (select one)</u></p> <p><input type="checkbox"/> Small Business <input type="checkbox"/> Large business <input type="checkbox"/> Non-profit Organization/University <input type="checkbox"/> National Laboratory <input type="checkbox"/> Federal Agency <input type="checkbox"/> Foreign Owned <input type="checkbox"/> Other</p>	<p><u>User Billing Address:</u></p> <p><u>User Purchase Order (if applicable):</u></p>
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Payment Options (call 865-574-9103 with any questions):

<p>1- Check payable to UT-Battelle, LLC Please return a copy of this page with your payment.</p> <p>US Postal Service: UT-Battelle, LLC ATTN: Treasury Services MS-6437 P.O. Box 2008 Oak Ridge, TN 37831</p> <p>FedEx/UPS: UT-Battelle, LLC ATTN: Treasury Services MS-6437 One Bethel Valley Road Oak Ridge, TN 37830</p>	<p>2- Electronic transfer Please reference invoice number.</p> <p>Fedwire Instructions: Bank Name: US Treasury, New York, NY ABA: 021030004 Account Number/Agency Location Code: 89000001 Beneficiary: UT-Battelle, LLC, Oak Ridge, TN</p> <p>ACH Instructions: Depository Institution: Cashlink ACH Receiver – Federal Reserve Routing Transit Number 051036706 Account Name: UT-Battelle, LLC Account Number: 349010 Type of Account: Checking</p>
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Proposed on behalf of USER	Accepted on behalf of CONTRACTOR
Signature:	Signature:
Name (print):	Name: Cindy Kendrick
Title (print):	Title: User Agreement Manager Sponsored Research Office
Date:	Date: