

INVOICE/APPENDIX A-XXXX-00X

to User Agreement No. _____

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

_____ **(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	
Term	The earlier of ___ years from date of last signature on this Appendix or termination of the User Agreement
Total Estimated Cost	\$
Payment History	
Current Invoice Amount	\$ (DUE UPON RECEIPT)
Invoice #/Date	
ORNL Technical Contact	
Special Provisions	
Select One:	___ Partial Cash Advance ___ Full Cash Advance ___ Full Cash Advance/Task-by-Task Basis (see payment schedule)

To be completed by USER:

Organization Classification (select one) <input type="checkbox"/> U.S. Small Business <input type="checkbox"/> U.S. Large business <input type="checkbox"/> U.S. Non-profit Organization/University <input type="checkbox"/> U.S. National Laboratory <input type="checkbox"/> U.S. Federal Agency <input type="checkbox"/> Foreign <input type="checkbox"/> Other (specify) _____	User Billing Address: User Purchase Order (if applicable):	Payment Schedule:
--	---	--------------------------

Payment Options (call 865-574-9103 with any questions):

1- Check payable to UT-Battelle, LLC Please return a copy of this page with your payment.	2- Electronic transfer Please reference invoice number.
US Postal Service: UT-Battelle, LLC ATTN: Treasury Services MS-6437 P.O. Box 2008 Oak Ridge, TN 37831 FedEx/UPS: UT-Battelle, LLC ATTN: Treasury Services MS-6437 One Bethel Valley Road Oak Ridge, TN 37830	Fedwire Instructions: Bank Name: US Treasury, New York, NY ABA: 021030004 Account Number/Agency Location Code: 89000001 Beneficiary: UT-Battelle, LLC, Oak Ridge, TN 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

Proposed on behalf of USER	Accepted on behalf of CONTRACTOR
Signature:	Signature:
Name (print):	Name: Cindy Kendrick
Title (print):	Title: User Agreements Manager Sponsored Research Programs
Date:	Date:

SAMPLE