



**University of North Carolina Wilmington  
INVOICE**

**Invoice Date:**

**Invoice No.**

**Customer Name:**

**Street Address:**

**City:**

**State:**

**Zip Code:**

**Contact Person:**

**Contact Email:**

**Contact Phone:**

**Ext:**

**Remit Payment To:**

University of North Carolina Wilmington  
Attn: Controller  
601 S. College Road  
Wilmington, NC 28403-5934

Federal Tax ID# 56-1258660

Payment Terms: Net 30

Subject to a late payment fee of 10% of net invoice

**Payable to: UNC- Wilmington**

Must reference Invoice No. on Payment

Quantity	Description of Services	Unit Amt	Total Amount
<b>TOTAL INVOICE AMOUNT</b>			

**UNIVERSITY DEPARTMENT USE ONLY**

<i>All fields must be completed by issuing department</i>	6-Digit Banner Fund	6- Digit Account No.	5-Digit Org	Total
Issuing Dept:				
Dept Contact:				
Dept Email:				
Dept. Telephone : (910) 962-				

**Total Due**

Budget Authority

Billing Manager

Per G.S. 147 -86.22 the State Controller, in conjunction with the Office of the Attorney General, has mandated that all state agencies establish policies and procedures to govern techniques for collection of accounts receivable. These techniques shall include use of credit reporting bureaus, judicial remedies authorized by law, and administrative setoff by a reduction of an individual's tax refund pursuant to the Setoff Debt Collection Act, Chapter 105A of the General Statutes, or a reduction of another payment, other than payroll, due from the State to a person to reduce or eliminate an accounts receivable that the person owes the State.