



INTEGRATED SCIENCES CLEAN ROOM AND NANOFABRICATION FACILITY
BOSTON COLLEGE

Billing Information Form

Instructions:

1. Print and complete this form
2. Send this form to Center for Centers, Boston College, ATTN: Susan Dunn, 10 Stone Avenue, Chestnut Hill, MA 02467; susan.dunn.3@bc.edu; fax: 617-552-0630

PI Name: _____ Title: _____

Institution: _____

Department: _____

Phone: _____ Fax: _____ Email: _____

Purchase Order Number (a hard copy is required and should be emailed or faxed along with this form.)

Enter your PO # HERE:

Authorized Users:

Name:	Email:	Country of Citizenship:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Authorizing Signature (Departmental Administrator or Purchasing Officer):

Authorizer: _____ Title: _____

Signature: _____ Date: _____

Phone: _____ Fax: _____ Email: _____

Please note that Boston College's terms are NET 30. All facility invoices must be paid within 30 days of invoice date. Invoices that are past due over 60 days will result in suspension of user access until all outstanding invoices are paid in full.