

IMPORTANT INFORMATION REGARDING YOUR ACCOUNT

Electronic Funds Transfer: If you wish to pay this invoice via electronic funds transfer please contact (765) 494-9459. To ensure proper credit, please be sure to include your Customer or Invoice number in the memo section of the ACH or wire transfer.

Credit Card Payments: May be made using the Online payment option. <https://purdue.university/onlinepay>. DO NOT email or send credit card information through the mail.

Electronic Invoicing: All invoices and statement of account will be sent electronically. Please visit <https://www.purdue.edu/urco/ar>, click on **Update Billing Preference** to enroll in electronic invoicing and to update billing information. Please contact accounts receivable at 765 494 9459 to be removed from or update your electronic invoicing preference.

Non-Payment Late Fee, Delinquency Interest and Collection Costs: On any amounts owed under this invoice, Purdue University may assess a late payment fee which will be assessed no earlier than 10 days after the due date OR charge interest at the rate of eight percent (8%) per annum on any amounts not paid in full, which interest will continue to accrue until all unpaid amounts are paid in full. In collection of any indebtedness owed Purdue University, the University shall be entitled to all additional fees and costs referenced in Indiana Code 21-14-2-11, as from time to time amended or re-codified. These fees may include collection agency fees which may be assessed based on a percentage not to exceed thirty three and one third percent (33.3%) for domestic collections or up to fifty percent (50%) of the balance in cases of litigation. Court costs and attorney fees may also be assessed. Collection fees outside of the United States may range up to 54%. The fifteen percent (15%) charge under Indiana Code § 6-8.1-9.5-10 associated with collection of indebtedness by means of the Indiana state tax set off program (which allows a state agency to apply for setoff against a debtor's state tax refund) shall be included in the indebtedness. Any judgment entered shall be without relief from valuation and appraisal laws. The parties agree that the exclusive jurisdiction and venue for any dispute resolution brought under this agreement shall be the courts of Tippecanoe County, Indiana, except as pre-empted by or prohibited by 15 USC § 1692i, as hereinafter amended from time to time, other federal statutes, or state laws and regulations, including consumer protection laws but excluding general preferred venue laws. All returned checks; drafts or orders are subject to a service charge not exceeding the maximum allowed by Indiana law. Finally, you understand that your delinquent account may be reported to one or more of the national credit reporting agencies.

Student Customers: Academic Records are subject to a Hold if charges are not paid by the due date.

In Case of Errors or Questions About Your Account: If you need additional information regarding an invoice or statement of account, please contact the campus listed on the front of this correspondence. If you think your statement is wrong, you must write to the appropriate campus no later than 60 days after the first statement on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights. In your letter please provide the following information:

- Your name, Customer number and telephone number
- The dollar amount of the suspected error.
- Describe the error or invoice and explain why you believe it is an error. If you need more information, describe the item in question.
- Please sign and date the correspondence.

You do not have to pay any amount in dispute while we are investigating your question, but you are still obligated to pay the parts of your statement that are not in question. While we investigate your question, we cannot report you as delinquent on the disputed item or take any action to collect the amount in dispute. We must acknowledge your letter within thirty (30) days unless we have corrected the error by then. Within ninety (90) days, we must either correct the error or explain why we believe the charge is correct.

IF CURRENT ACCOUNT INFORMATION HAS CHANGED PLEASE ENTER THE CORRECT INFORMATION BELOW

CONTACT NAME

ADDRESS

CITY, STATE AND ZIP CODE

EMAIL

PHONE NUMBER

FAX NUMBER