

**USDA, Agricultural Marketing Service  
Science and Technology Program  
Laboratory Approval & Testing Division  
1400 Independence Avenue, SW  
Washington, DC 20250**

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- Enter all company and contact information in the space provided.
- Check box for appropriate service provider (e.g. National Science Laboratories or Laboratory Approval Service); provide a brief description of the service provided: enter the Billing Document Number (TSB) or Invoice Number (Laboratory Programs).
- Enter the total payment amount to be charged to your account.
- Select payment option: either credit card or ACH
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- Remember to sign the form, date it and print your name below your signature. Science and Technology Programs cannot process credit card payments without an authorized signature.
- You have the option to fax or mail your completed form to the S&T Payment Center.
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- Questions? 704-867-3873

