



Account Reactivation or Account Name Change

Classification	ID	Revision	Effective Date
S-ADM-F	11415	5	2/22/2019 3:58:26 PM

Texas A&M Veterinary Medical Diagnostic Laboratory

PO Drawer 3040
College Station TX 77841-3040

Phone: 979-458-3207 • Fax: 979-458-3260 Visit our Web Site at <http://tvmdl.tamu.edu>

To reactivate a closed account, this form must be filled out completely. Fax (979-458-3260) or mail your completed form to TVMDL.

Clinic/Company Name: _____ SSN/TaxID (required) _____

Name of Business Owner: _____

Billing Address: _____

City: _____ State: _____ County: _____ Zip Code: _____

Billing Contact: _____

Ph: _____ Fax: _____ Billing E-Mail: _____

“Ship To/Reporting” (if different from above):

Street Address: _____

City: _____ State: _____ County: _____ Zip Code: _____

Ph: _____ Fax: _____ Reporting E-Mail: _____

As a client of TVMDL, all billing correspondence and reports will be sent via e-mail. You will receive secure online access to your account portal. You will have access to case reports and invoices, and online bill payment. You will receive an email from TVMDL with your username and temporary password.

Terms & Conditions:

- 1) Services supplied by TVMDL are subject to terms and conditions set below. Any modification of such terms or any additional terms will void account reactivation.
- 2) The balance of each monthly statement is due by the 25th of each month to avoid finance charges. Payment must be received prior to the next billing cycle, which is the first working day of each month.
- 3) Interest charges of .833% per month (10% annually) are assessed on all charges older than 30 days. Any credit extended is at the discretion of TVMDL.
- 4) Your account will be blocked if your balance becomes past due. It is your responsibility keep our files updated with your most current billing address and phone number. TVMDL must be notified of change of ownership of clinic.
- 5) Payments are accepted online or over the phone with Visa, MasterCard, or Discover; or by check or money order through the mail. Please mail payments to the College Station location only.
- 6) **Payments are applied to the oldest charges first.**
- 7) If your payment does not specify an account number, accession number or final invoice number, it may be returned if your TVMDL account number cannot be determined.
- 8) TVMDL reserves the right to revoke your charging privileges at any time.
- 9) Final monthly invoices are only delivered electronically by email. The final monthly invoice will be delivered to the email address provided on this form.

I have read, understand and accept the terms stated within this credit agreement, and have provided true information to the best of my knowledge. By signing this application, I/We guarantee payment for all services received.

Guarantor's Signature

Title

Date