

PAYMENT METHOD FORM

I/We, the undersigned, propose to provide the service necessary for the specifications/ scope of work.

I/We further declare that I/we have carefully read and examined all information to the referenced Request for Proposal. I/We agree to comply with the School Districts rules, regulations, and policies.

TUSD's preferred method of payment is by procurement card aka pCard, a commercial credit card, to both improve and expedite the purchasing and payment process. The proposed percent discount for goods and services must remain the same regardless of what payment or procurement method the District uses.

TUSD will not pay convenience fees, surcharges or any additional costs for payments made by credit card.

Do you accept commercial credit card?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, can commercial payment(s) be made (provide information) :		
a) Online? _____	Yes <input type="checkbox"/>	No <input type="checkbox"/>
b) By email? _____	Yes <input type="checkbox"/>	No <input type="checkbox"/>
c) By phone? _____	Yes <input type="checkbox"/>	No <input type="checkbox"/>
d) By fax? _____	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you extend a prompt payment discount?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
a) If yes, what is the discount?		
Do you accept electronic copies of TUSD Purchase Orders?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(a) If yes, please provide a central email address where PO's may be sent along with contact information such as name and phone number for the person responsible for entering purchase orders.		
Email and Contact Information:		

Signature

Date

Printed Name, Title