

UNIVERSITY OF CALIFORNIA, DAVIS

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SANTA BARBARA • SANTA CRUZ

ACCOUNTING AND FINANCIAL SERVICES  
ONE SHIELDS AVENUE  
DAVIS, CALIFORNIA 95616-8504  
(530) 757-8501

Date \_\_\_\_\_

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To Whom It May Concern:

Re: Interest Charges

We are unable to honor the attached claim for interest because our invoice payment was not made within the usual 30-day period. The University of California's legal counsel has advised us that the University is not liable for interest charges imposed by a vendor's invoice unless the University has agreed thereto in writing. The Terms and Conditions of the University's Purchase Order constitute the entire agreement of the parties. Our Terms and Conditions of the Purchase read as follows:

The materials, supplies or services covered by this order shall be furnished by Seller subject to all the terms and conditions set forth in this order including the following, which Seller, in accepting this order, agrees to be bound by and to comply with in all particulars and no other terms or conditions shall be binding upon the parties unless hereafter accepted by them in writing. Written acceptance or shipment of all or any portion of the materials or supplies, or the performance of all or any portion of the services, covered by this order shall constitute unqualified acceptance of all its terms and conditions.

Sincerely,

A handwritten signature in cursive script that reads "J. Michael Allred".

J. Michael Allred  
Associate Vice Chancellor – Finance/Controller

Attachment