

UAM OPERATING PROCEDURE 360.3
RE: Billing Outside Agencies

August 1, 1982
Revised: July 1, 1997
Revised: February 9, 2000
Revised: July 1, 2011

All billing to outside agencies and entities will be handled through the Office of the Vice Chancellor for Finance and Administration. All departments will provide Finance and Administration with the proper documentation needed for billing, at which time an accounts receivable will be established to which payments will be posted.