



Client Information and Payment Policy

Please complete and return this form to: AccountsReceivable@MicrochemLab.com

Business Information (Bill To)

Legal Name :

DBA Name :

Address :

City, State :

Zip Code :

Country :

Primary Contact Information

Name :

Title :

Email :

Phone :

Accounting / Billing Contact Information

Name :

Phone :

Email Invoices To :

Is a PO required on your invoice for submission for payment?

Payment Policy

Microchem Laboratory's payment policy helps us do what makes us unique and successful, providing reliable science and superior customer service to each client. Payment is typically required before testing begins, unless alternative arrangements have been pre-approved. If you would like to request specific payment terms, please email us at AccountsReceivable@MicrochemLab.com. Our preferred payment methods are check or ACH, though we also accept credit cards (up to \$5,000) and wire transfers, both of which incur a small fee. All payments should be made in US Dollars (USD) and made payable to Microchem Laboratory.

By submitting this form, you acknowledge and agree to our Account Terms and Conditions, which are found at <https://microchemlab.com/terms/>.

Signature :

Title :

Name :

Date :

Headquarters:
1700 Chisholm Trail Road
Round Rock, Texas 78681
Phone: (512) 310-8378

Dallas Area Location:
990 North Bowser Road, Suite 800
Richardson, Texas 75081
Phone: (682) 394-4921