



University of Cincinnati
 Livelink ECM – BI Query
 P-Card Purchase – Internal Order Form

FROM: Branch Office Name: _____ Chicago _____

Bill To: University of Cincinnati _____ _____ _____ _____ EIN/TIN/Federal ID#: 31-6000989	Ship To: _____ _____ _____ _____ ATTN: _____
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Email To: _____

Record Product Under:
 Volume License Number: V087007-000
 Volume License Administrator: Darlene Maurer, University of Cincinnati

Product	Quantity	Unit Price	Extended Price	Ship Quantity (For Order Entry Use Only)
BI Query Update for Windows		\$315.00		
BI Query Update Maintenance Fee <i>(Include only the remaining months of the current fiscal year)</i>		\$8.08 (each month)		
		TOTAL		

Payment and Shipping Information:

Terms of Payment (Net 30 Days)	F.O.B. Origin (Dublin, OH USA)
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Type of Credit Card: P-Card	Credit Card Number:
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Card Holder's Name: _____

Card Expiration Date: ____/____/____	Auth. No. (For Order Entry Use Only)
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Ordered By:	Order Date: ____/____/____
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BI Query User's Name:	Phone No.:
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- P-Card Orders can be placed by:**
- Phone No.: (613) 548-4355 X 4312 - Christine Dixon, Account Executive
 - Fax completed BI/Query Form: Fax No. (613) 548-7801 - Attn: Christine Dixon
 - Email completed BI/Query Form: cdixon@opentext.com - Christine Dixon