



**New Mexico Internet Access, Inc.
2201 Buena Vista SE #311
Albuquerque, NM 87106**

(505) 247-0888

NMIA Invoice Terms and Conditions

- Invoices are provided only when requested in writing by mail or email, and received and acknowledged by the NMIA Accounts Receivable department.**
- Discount rates do not apply to invoiced accounts, all services are charged at regular rates.**
- Invoices are submitted for a minimum of \$120.**
- Invoices are payable upon receipt, and are due 30 days after receipt. Amounts not paid within 30 days are subject to a 2% late fee per month.**
- New Mexico State gross receipts taxes will be charged where applicable unless a valid certificate of tax exemption is provided.**
- NMIA reserves the right to submit invoices at any time for services rendered. Invoices are normally submitted in advance.**
- Purchase orders are the sole responsibility of the customer requesting services from NMIA, Inc. If purchase order numbers must be requested on a recurring basis, please provide all necessary information below or on a separate form. NMIA will be happy to submit invoices upon request for the purpose of establishing purchase orders, and to complete and return any required forms.**
- Invoices are normally sent by US Mail, but may be delivered by email or fax upon request. The customer is responsible for ensuring that NMIA has the current address or contact information.**
- Payments received will be credited against the current invoice, and any balance due will be carried to the next invoice.**
- It is understood that these terms and conditions may not be superceded by any terms or conditions contained within a payment or purchase order as a condition of payment, even if payment is accepted as payment on account, unless agreed to in writing by both parties.**

Printed name: _____	Username: _____
Billing address _____	Send to Attn of: _____
City _____	Phone: _____
Purchase Order No. (If applicable) _____	State: _____ Zip: _____
Authorized Signature: _____	Date: _____

By signing this document, I am stating that I am authorized by the organization or entity shown above to agree to the terms and conditions in full, and do hereby agree to the terms and conditions as stated above in their entirety.