



UNIVERSITY OF CENTRAL FLORIDA

Department of Procurement Services

3544 Perseus Loop #160975
Orlando, FL 32816-0975

To Whom It May Concern:

In reference to your request for a credit application from the University of Central Florida (UCF), this is to advise that as an agency of the State of Florida, UCF is not permitted to complete a credit application or report for suppliers. Please contact the companies below to obtain banking and credit references for the university.

Bank of America/Merrill Lynch

Bank Reference

www.bankvod.com

Phone: 904-987-3312

Client Manager: Mary Steward

mary.steward@bofa.com

Cushman and Wakefield

Attn: Devante Funderburk

1800 NW 4th St B-12

Gainesville, FL 32609

Phone: 352-219-2356

Devante.Funderburk@cushwake.com

Credit Reference

www.confirmation.com

[Phone: 866-325-7201](tel:866-325-7201)

Dun & Bradstreet

D-U-N-S number: 150805653

Phone: 800-234-3867

Signature Systems of Florida

Attn: Amanda Smith 150 Wilshire Blvd

Casselberry, FL 32707

Phone: 407-644-8990 / Fax: 407-644-9626

asmith@signaturesystemsfl.com

As a state agency, UCF is bound by Chapter 215.422 of the Florida Statutes, which requires the university to process an invoice for payment 20 days after receipt of the invoice and receipt, inspection, and approval of the goods or services and to issue payment within 40 days after receipt, inspection, and approval.

UCF is exempt under Certificate Number 85-8012703010C-9 from Florida sales and use tax on real or transient rental property rented, personal property purchased or rented, or services purchased. Tax exempt purchases must be made with university funds and not with an individual's personal funds on behalf of the university.

If you have any additional questions, please contact the UCF Department of Procurement Services at

procurement@ucf.edu.