

Return your signed Service Agreement and Form of Payment to:

Fax: (866) 390-6361  
Email: [ServiceRenewals@mt.com](mailto:ServiceRenewals@mt.com)

Renewal Questions?  
Call (877) 483-1831

Company Name: .....

Contract Number: .....

Date: .....

### Preferred Payment Method(select one)

Along with your signed contract, please provide the proper payment information to eliminate delays in scheduling your services. A valid payment form is required prior to technician dispatch.

- Please reference the following Purchase Order for my services: .....
- I prefer to use a credit card for my service payment. Please contact the following for credit card information and payment :

Name: ..... Phone: .....

Email: .....

Authority to Proceed - Our company does not use purchase orders, and purchase order numbers are NOT required on invoices to qualify for payment. Should an official purchase order or credit card information not be received within two (2) weeks of work being completed, in lieu of an official company purchase order, METTLER TOLEDO is hereby authorized to invoice using the Ref No. detailed below. We, the undersigned, hereby give approval to proceed with the following work and agree to pay upon completion of the work.

Reference Number: ..... Date Required: .....

Company Name: .....

Site Contact: ..... Site Phone: .....

### Please Sign to Acknowledge your Preferred Payment Method

This payment method for:  Planned Preventative Maintenance Visits  Unplanned Repair Visits

Name: ..... Date: .....

Signature: ..... Email: .....

Contract Contact: ..... Email / Phone: .....

PM Scheduling Contact: ..... Email / Phone: .....

To equitably off-set an extreme increase in energy costs, specifically fuel prices, METTLER TOLEDO has implemented a surcharge applicable to any invoice involving work which includes the use of a service vehicle. The fuel surcharge is duly noted on your invoice. Thank you for your understanding. This order is expressly subject to the METTLER TOLEDO Standard Terms and Conditions of Sales, which can be accessed at [www.mt.com/legal](http://www.mt.com/legal) and are incorporated herein by reference.