



## Understanding of Invoicing

I, \_\_\_\_\_, understand the policies below regarding being invoiced by the Manistee 4-H Livestock Council for purchases at the 4-H Auction:

- The Auction took place on Friday, July 31, 2026; invoices will be sent via USPS and/or email on file within 15 days of the auction date.
- Invoicing will be subject to a 1.5% interest fee for unpaid balances after 30 days of Sale, compounded monthly.
- Checks are to be made payable to: Manistee 4-H Livestock Council. Credit card payments are available with a 3.5% credit card fee applied to your total balance.
- The address to mail the payment is stated on the invoice: 395 Third Street, Manistee, MI 49660.
- Failure to make or arrange payment of your outstanding balance after January 2027 may result in legal action being taken against you.
- If you have any questions, please contact Sherry Stamp at 231.889.4277 ext.5 or Ali Ballard at 231.889.4277 ext.3 or via email: stamp1@msu.edu or olsonal8@msu.edu.

Representative Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Please send my invoice via:      \_\_\_\_\_ Email      \_\_\_\_\_ USPS Mail

\_\_\_\_ I will pay my invoice via check payment.

\_\_\_\_ I would like a credit card invoice sent to me for payment.

\_\_\_\_ I will need to submit my invoice to my company/department for check or credit card payment.

Each person who signs, acknowledges by their signature, that they have read it, understand, and voluntarily agree to it. Further, each person is 18 years old or older.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date