

CLAIM FOR INTEREST ON DELINQUENT ACCOUNT

POLICY: ARS § 35-342 authorizes providers of goods or services from a non-governmental entity to claim interest as established under ARS § 44-1201 on amounts due for goods and services delivered to state agencies, on accounts not paid in full within thirty days after receipt of such goods or services, and invoices for same, unless a good faith reason exists for non-payment.

AGENCY PROCEDURES:

1. Upon receipt of a billing or request for interest payment of \$25 or more from a non-governmental provider of goods or services, complete this form (GAO-69) and send the original to the General Accounting Office.
2. Include any related documentation (provider invoice, receiving ticket, etc.).
3. Enter the claim form GAO-504 (TC-240, COBJ 7232) for interest on-line and send the original to the General Accounting Office along with this form.
4. Retain copies of this form (GAO-69) and related documents in agency files.

The General Accounting Office will release the claim for payment after a satisfactory review of form GAO-69.

NOTE: Validated interest payments of less than \$25, shall be paid as part of the claim for goods or services, based on the invoice, using the applicable TC and COBJ codes.

From: (Agency Name/Address)	To: ARIZONA DEPARTMENT OF ADMINISTRATION - GAO 100 N. 15 th AVENUE, SUITE 302 PHOENIX, AZ 85007
Vendor's Name and Address	Date Goods/Services Received (Include copy of receiving document)
	Date of Invoice (Include copy of Invoice)
	Date of Payment or Date Payment Due
	Warrant Number (If already processed)

DISPUTE EXISTS (Check if **YES**, include documentation concerning dispute)

Effective Dates for Interest	Amount of Interest
Prepared by/Date	Recommended for Payment by/Date

Claim No.(s): _____, Date Submitted _____

FOR GAO USE ONLY

Remarks	<input type="checkbox"/> PAID <input type="checkbox"/> REQUEST DENIED
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Approved by/Date