



UNIVERSITY OF  
PORTSMOUTH

The European *Xenopus* Resource Centre  
University of Portsmouth  
School of Biological Sciences  
King Henry Building  
King Henry I Street  
Portsmouth  
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E: EXRC@xenopusresource.org

## European *Xenopus* Resource Centre (EXRC) Payment Terms

### Registered Address:

University of Portsmouth  
University House  
Winston Churchill Avenue  
Portsmouth  
Hants  
PO1 2UP  
UK

### EXRC address:

University of Portsmouth  
European *Xenopus* Resource Centre  
School of Biological Sciences  
King Henry Building  
King Henry I Street  
Portsmouth  
PO1 2DY  
UK

### Website:

Email:

Tel:

<http://xenopusresource.org/>  
[EXRC@xenopusresource.org](mailto:EXRC@xenopusresource.org)  
+44(0)23 9284 2327

### Terms and Conditions

All currencies displayed are in GB sterling (£)

Please note that our preferred method of payment is the online store.

We will provide the link once you confirm your purchase. Payment methods include Visa, Visa Debit, Mastercard, AMEX, Paypay, Maestro, Visa Electron with the exception of Solo.

If you cannot pay using the methods above we can issue an invoice. We will require an official purchase order from your organisation. Due to administration costs the **minimum invoice is for £100 and ALL invoices incur a surcharge of £20** (eg, for an order of £40 the invoice will be £100 minimum charge plus £20 administration charge making a total of £120).

We cannot raise invoices for less than £100.

Payment terms for invoices are net 30 days.

### Payment methods

By BACS

IBAN code (for international transfers): GB32 BARC 2069 3490 4751 57

Sort code: 20-69-34

Account Number: 90475157

Account Name: University of Portsmouth

Barclays Bank Plc, Portsmouth City Branch, PO6 3DH

Please quote the invoice number as a payment reference and forward your remittance advice or our copy invoice/remittance to [remittance@port.ac.uk](mailto:remittance@port.ac.uk)

Internet payment facility

You can make credit or debit card payments over the internet. This service is available 24 hours a day, 7 days a week. To use this facility we will provide you with the link so that you can follow the on screen prompts and make payment from our online store.

By Post

We would prefer not to accept cheque payments due to processing costs. However if this is your only form of payment please make your cheque payable to University of Portsmouth and either enclose your own remittance advice or quoting our invoice number, or the Remittance Advice attached to this invoice. If our invoice number is not quoted, your payment may not be correctly allocated to your account.

Please send to: University of Portsmouth, Cashiers Office, University House, Winston Churchill Avenue, Portsmouth, PO1 1UP

Please do not send cash through the post. Post-dated cheques will not be accepted.

At University House Cashiers

Cashiers will accept the following payment methods:

Cash Cheques/Drafts

Postal Orders

Debit/Credit Cards

At the time of payment please quote your invoice number or hand a copy invoice/remittance to the cashier with your payment

Cashiers – hours of business

Monday – Thursday 10.00 am – 4.00 pm

Friday – 10.00 am – 3.00 pm