

Arranging your finance and funding options.

Let us help you make your financial arrangements through IPAC, a deposit account, credit card or direct billing.



GPO assists you in determining the most **economical and efficient method** for the printing job.

Finance and Funding Options

Intra-governmental Payment and Collection (IPAC) Handles funds transfer between agencies. This is similar to a checking account where the Treasury Department functions as the bank. Our customers include DLA Document Services (ALC 8522) (Department of Defense's printing entity), Army (ALC 5570), and Marines (ALC 6102). These agencies also require a Line of Accounting (LOA).

Deposit Account Allows you to submit a lump sum payment to be used over time. You have total control over the funds. Several agencies use deposit accounts as well as IPAC, including the Social Security Administration, Federal Aviation Administration, Department of State, and Department of Agriculture.

Credit Card Allows you to use the impact (purchase) cards to place orders. We pay the bank 2% for this process. The Equal Employment Opportunity Commission and Internal Revenue Service frequently use this arrangement.

Direct Billing We receive payments (either wire or checks) for the bills sent to a few of our judicial and legislative customers and certain executive branch grantees. Our customers include the Congressional Budget Office, U.S. Courts, Grantees for the Department of Energy, Army Corp of Engineers*, Air Force*, Navy*, and Defense Logistics Agency. *(These agencies require a LOA.)

IPAC

How to Establish Submit to Finance & Administration (F&A) a completed and signed Form 4046 as outlined at the bottom of the form. On the form, indicate the customer's Agency Location Code (ALC), the Treasury Account Symbol (TAS), the Business Event Type Code (BETC), and all other requested information. The ALC, TAS, and BETC are required for all IPAC transactions. Include a Line of Accounting (LOA) if the customer's finance office requires it on GPO invoices.

Funds Received by GPO 4 times a month (5th, 10th 15th, and 20th of the month). Actual IPAC dates may vary if these dates fall on a holiday or weekend. Funds are available immediately.

Deposit Account

How to Establish Submit to F&A a completed and signed Form 4045 indicating how the funds will be received. If using IPAC, indicate the Agency Location Code (ALC), the Treasury Account Symbol (TAS), the Business Event Type Code (BETC), and other pertinent information requested. Include a Line of Accounting (LOA) if required by the customer's finance office. If not using IPAC, include a check, made payable to the Public Printer, for the deposit amount along with completed Form 4045. Use the SF-1 form when placing specific orders from your funded Deposit Account.

Funds Received by GPO Funds are received before any transactions.

Credit Card

How to Establish Submit to F&A a completed Form 4046 as outlined at the bottom of the form.

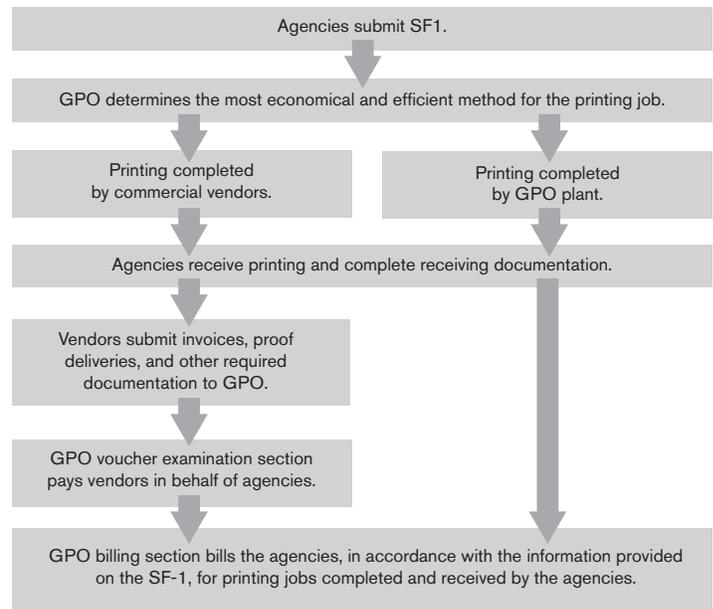
Funds Received by GPO Funds are available when the GPO submits the transactions to the bank.

Direct Billing

How to Establish Submit to F&A a completed Form 4046 as outlined at the bottom of the form.

Funds Received by GPO Funds are available when the GPO receives and deposits the funds.

GPO Billing Process



Submit all forms to Finance and Administration in accordance with the submission instructions on the bottom of the form being submitted. For additional information, contact a GPO National Account Manager at 202.512.1904 or email nam@gpo.gov.