

DIBELS Data System Billing Agreement

Please complete this form then fax to 541-346-**9009**
 or scan/email to support@dibels.uoregon.edu

District Name: _____
 (“District” can refer to a public school district, an independent private or charter school,
 or an administrative agency for multiple private or charter schools.)

School Name: _____

Billing Contact Name: _____

Job Title: _____

Phone: _____ Extension: _____

Fax: _____

Billing Contact Email: _____

Billing Mailing Address: _____

Address Location (e.g. Finance Office, a specific school): _____

The cost to use DIBELS Data System is based on the service products activated by the district including, but not limited to, DIBELS, IDEL, easyCBM Math, easyCBM Reading, HiFi, NumberShire, and Moving Up! Implementation Coach. Fees are specified at <http://dibels.uoregon.edu/help/pricing>

Invoices are sent to the district billing address above, itemized by school. If you need each school to be billed separately, you can request that after you have set up the schools in your account.

Initial invoices are sent mid-year. Your district may receive a secondary invoice in the summer for any additional students added at the end of the school year.

My signature below authorizes the DIBELS Data System to activate an account for our district, or to update the billing information for an existing account, and indicates our agreement to pay for services.

I understand that if our district requires a purchase order to be submitted in advance, it is the district’s responsibility to file that purchase order each year before the district’s deadline. If any additional vendor paperwork is necessary, it is the district’s responsibility to request that information. Whenever the DIBELS Data System service is used during an academic year, payment is obligated for that year whether a purchase order has been filed or not.

By signing this agreement, I attest that I can authorize payment for this service.

Signature:	Date:
Print Name:	Phone:
Job Title:	Email:

Mailing Address:
 University of Oregon
 5292 University of Oregon
 Eugene, OR 97403-5292

Vendor Name for Purchase Orders:
 University Of Oregon Center on Teaching & Learning