



USDA, AMS, Cotton Program
Standardization and Engineering Division
3275 Appling Road, Room #5
Memphis, TN 38133
USA

To: CSITC Round Trial Participants

Subject: Special Offer for Purchase of USDA Color Calibration Tiles

Due to your participation in the International Cotton Advisory Committee's CSITC Round Trial, USDA is offering the opportunity to purchase a new set of USDA color tiles at a flat rate of \$125.00 US for tiles only, or \$175.00 US for tiles plus a storage box. The tile set purchased would be shipped with your next CSITC Round Trial sample distribution. Laboratories can request up to the number of tile sets equal to the number of sample sets shipped for their CSITC participation. If your lab is interested in purchasing USDA Color Calibration Tiles through this offer, please complete the attached order request and **submit with payment directly to USDA as follows:**

USDA, AMS, Cotton Program
Standardization and Engineering Division
3275 Appling Road, Room #5
Memphis, TN 38133
USA

Email to: cotton.standards@usda.gov

Acceptable methods of payment are as follows:

- 1) Credit card: (Visa, MasterCard, Discover, or American Express) For remittance of payment by credit card, cardholder's name, billing address, credit card number, expiration date, etc. and a copy of your order request are required. (Please see related attachment).
- 2) Wire transfer of funds/electronic payment: (routing information is attached) Please notify our office via e-mail at cotton.standards@usda.gov if you are paying electronically. In your correspondence, please provide your company/contact name and a copy of your order request to expedite payment verification. *****Please Note: All fees associated with wire transfers/electronic payments are the responsibility of the remitter. Orders will not be processed/shipped until the total amount of the order is collected.*****
- 3) Check: must be drawn on a United States bank and include the bank routing number on the check. Checks should be made payable to USDA, AMS, Cotton Program. Please include a copy of your order request.

To participate in this offer, order requests and payment must be received no later than the following for distribution:

- December 10th for distribution with Quarter 1
- March 10th for distribution with Quarter 2
- June 10th for distribution with Quarter 3
- September 10th for distribution with Quarter 4

Should you have any questions, please contact me by e-mail cotton.standards@ams.usda.gov. In your correspondence, please include "CSITC – Color Calibration Tiles" in the subject line.

Best regards,

Gretchen Deatherage



UNITED STATES DEPARTMENT OF AGRICULTURE
 AGRICULTURAL MARKETING SERVICE
 COTTON PROGRAM

DATE: _____ ORDER # _____

Standardization & Engineering Division
 3275 Appling Road
 Memphis, TN 38133
 Telephone: 001 (901) 384-3030
 Fax: 001 (901) 384-3032
 E-mail: cotton.standards@usda.gov

DO NOT WRITE IN THIS SPACE	
PAID BY CHECK NO.	AMOUNT
RECEIVED BY	DATE

**HVI Color Calibration Tile Special Order Form
 for CSITC Round Trial Participants
 (valid until September 30, 2022)**

ITEM	U.S.	QUANTITY	DOLLAR AMOUNT
L1X2 Calibration Color Tile Set - 5 Tiles Xenon	<input type="checkbox"/> Tile Set Only \$125.00		\$
	<input type="checkbox"/> Uster 1000 <input type="checkbox"/> Other		
	<input type="checkbox"/> Tile Set with Storage Box \$175.00		
Totals →			\$

PAYMENT MUST BE SUBMITTED WITH ORDER. WE DO NOT ACCEPT LETTERS OF CREDIT.
PAYMENT BY CHECK MUST BE DRAWN ON A U.S. BANK PAYABLE TO : USDA, AMS, COTTON PROGRAM.

METHOD OF PAYMENT:

- CREDIT CARD (COMPLETED CREDIT CARD PAYMENT FORM ATTACHED) WIRE TRANSFER CHECK

<i>SHIP TO (print or type)</i>			
CONTACT NAME			
COMPANY NAME AS REGISTERED IN CSITC ROUND TRIAL			
STREET ADDRESS (necessary)		POSTAL BOX	CITY
STATE, COUNTRY, AND ZIP CODE	E-MAIL ADDRESS	PHONE	



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Credit Card Payment Information

Customer Name & Address: _____
(as registered in CSITC) _____

Credit Card Type (check one): ___ MasterCard
 ___ Visa
 ___ American Express
 ___ Discover

Credit Card Number: _____
3 Digit Security Code: _____
Expiration Date: _____
Name as it appears on credit card: _____

_____ I authorize the USDA, AMS, Cotton Program to charge my credit card account for the above order, which will be shipped upon receipt of full payment and necessary documents required by customs.

Authorized Representative:
Printed Name: _____
Signature: _____
Date: _____

Please fax or e-mail completed form. Fax and e-mail information is provided below.

Thank you for your interest in sending your payment electronically. The USDA has implemented procedures for Electronic Fund Transfers (EFT) through the Federal Reserve Bank.

1. The following information should be included with your payment:

- Organization Name / Company Name Issuing Payment
- Account Information (Company Name on Pro Forma and Customer Number if known)
- Purpose of payment/ (Pro Forma Number)
- Contact name and number

2. We also request that you send an email or fax of this information to make sure we are able to identify the payment. The information can be sent by fax to 01 (901) 384-3032, or by e-mail to cottonstandards@usda.gov and copy to ABShelpline@usda.gov:

3. Types of electronic payments accepted:

Wire transfers: Processed through the Federal Reserve Bank of New York. The following information will be needed to remit a payment:

ABA: 021030004

Name on Account USDA, Agricultural Marketing Service (AMS)

Account Number 12250001

SWIFT NO SWIFT CODE

Automated Clearing House (ACH): Processed through Remittance Express by the Federal Reserve Bank of Richmond. The process accepts information in the Cash Concentration and Disbursement (CCD) or the Corporate Trade Exchange (CTX) formats. You will need the following information to remit a payment:

ABA: 051036706

Name on Account: USDA, Marketing and Regulatory Programs (MRP),
Agricultural Marketing Service (AMS)

Account Number: 540020

International wire transfers, remitters must send through a U.S. bank or a correspondent bank before going to the Federal Reserve.

Please Note: Any fees associated with the transfer are the responsibility of the remitter; please contact your financial institution to correctly account for any associated fees.

E-mail: cottonstandards@usda.gov

Phone: 001-901-384-3030 Fax: 001-901-384-3032

Order forms for USDA Cotton Standards can be obtained at www.ams.usda.gov/cnstandards.