ATTACHMENT 3

WIDE AREA WORK FLOW – RECEIPT AND ACCEPTANCE (WAWF-RA)
ELECTRONIC RECEIVING REPORT AND INVOICING INSTRUCTIONS

CONTRACT:

Questions concerning payment should be directed to the Defense Finance and Accounting Service (DFAS) Limestone Maine at (800)-337-0371. Please have your contract/order number and invoice number ready when contacting them about payment status.

The accounts payable mailing address can be located in Block 18a of your contract. You can easily access payment information at http://www.dfas.mil/contractorpay.html.

NOTE: IN ACCORDANCE WITH DFARS 232.7003, USE OF ELECTRONIC PAYMENT REQUESTS IS MANDATORY. USE OF WAWF WILL SPEED UP YOUR PAYMENT PROCESSING TIME AND ALLOW YOU TO MONITOR YOUR PAYMENT STATUS ONLINE. THERE ARE NO CHARGES OR FEES TO USE WAWF.

THE FOLLOWING CODES WILL BE REQUIRED TO ROUTE YOUR RECEIVING REPORTS, INVOICES AND ADDITIONAL E-MAILS CORRECTLY THROUGH WAWF.

1. CONTRACT NUMBER:			
2. CAGE CODE:	**98247**		
3. PAY OFFICE DODAAC:	**F67100**		
4. TYPE OF DOCUMENT INPUT BY CARRIER:	**RECEIVING REPORT**		
5. TYPE OF DOCUMENT INPUT BY CCC:	**INVOICE**		
6. INSPECTION/ACCEPTANCE:	**DESTINATION**		
7. ISSUE DATE:	**DATE OF ISSUANCE**		
8. ISSUE BY DODAAC:	**FA4890**		
9. ADMIN DODAAC:	**FA4890**		
10. INSPECT BY DODAAC:	**F2QF04**	PLUS SIX EXT:	**Blank**
11. SERVICE ACCEPTOR / SHIP TO:	**F2QF04**	PLUS SIX EXT:	**Blank**