

Jan 2015 billing update

Subject: Chemistry IT updating billing information [DRAFT]

Dear Faculty,

Chemistry IT is updating its billing for each research group based on payroll and computer inventory information available to us at the end of January. At that time I will provide a copy of the January invoice to you and your group's IT Rep. To provide time for corrections, I will wait until early March to bill for January and February.

ChemIT's billing rates follow an established formula of a monthly charge based the number of personnel and computers in each research group. This policy and the rates are set by CCB's computing committee in consultation with Michael Lenetsky. These charges will be reassessed each January, such that you need not notify us of changes to your group size or computer count throughout the year.

Please let me know if you have any questions or concerns. Thank you, -Oliver.