

ACCOUNTS PAYABLE INFORMATION
for
TURNER INDUSTRIES GROUP, LLC and TURNER SPECIALTY SERVICES

Billing Address: PO BOX 1613
Baton Rouge, LA 70821

Invoicing: Our Corporate Procurement and Accounting Departments operate from a purchase order system. All invoices must clearly state the purchase order number on the face of the invoice to be processed and the 'Billed to' company name must be correct.

Turner's default payment terms are net 45 days. The terms begin upon receipt of the invoice in Turner's Corporate Accounting Department. The payment terms for equipment rentals and subcontracts are net 30 days.

As a matter of policy, we do NOT pay service charges or late fees and require that all vendor payments be made electronically via ACH.

Current Billing: BRAP <BRAP@turner-industries.com> (case sensitive)

SERVER IS UN-MONITORED AND NO-REPLY FOR CURRENT INVOICES ONLY

**** Do NOT cc your vendor representative when sending current invoices to this address. Do NOT send current aging statements or inquiries to this address. Do NOT send past due invoices to this address. ****

Statements, Inquiries, Requested Copies: Contact information for your representative is below and determined by the first letter of your company's name:
A – E Kristy Elias <k Elias@turner-industries.com>
F - N Jade B Steib <jsteib@turner-industries.com>
O – Z Aime S Peterson <apeterson@turner-industries.com>

Tax Hold/Issues April Babin <ababin@turner-industries.com>

Subcontracts Sarah Matthews <smatthews@turner-industries.com>

Special Notes: Do not send a revised invoice to BRAP as our system does not allow duplicate invoice numbers - your revised invoice will be deleted. Revised invoices should be sent to your vendor representative.

It is against Turner policy to 'apply' credits or unapplied funds to open invoices/balances. Please do not distribute such funds without authorization from your vendor representative.

Send **ONLY** statements, inquiries & requested copies to your vendor representative.

Your representative is available to discuss any unpaid invoices sixty (60) days or older, short-paid or over-paid invoices.

Due to the volume of invoices received by Turner daily, please do not contact your representative to confirm receipt of current invoices.