

FILE NOTICE
File this practice in place
of AT&T section 790-100-510

BILLING REVIEW AND CLAIMS

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1.02 Terms used in this section pertain-
ing to orders placed on WE and sub-
sequent billing are as follows:

Western Electric Engineered (WEE)

- (a) Engineer, Furnish, and Install (EF&I): Engineering, material, and installation labor furnished by WE.
- (b) Engineer Only (EO): Engineering Only provided by WE. Material and installation labor provided by the Telephone Company (Telco).
- (c) Engineer and Furnish (E&F): Engineering and materials furnished by WE. Installation labor provided by the Telco.
- (d) Engineer and Install (E&I): Engineering and installation labor furnished by WE. Materials provided by the Telco.

(e) Engineer, Furnish, and Service (EF&S): Engineering, materials, and service furnished by WE. Installation labor provided by the Telco. (Usually applies to companies or areas serviced by plant installation forces only.)

Telephone Company Engineered (TCE)

(a) Furnish and Install (F&I): Material and installation labor furnished by WE. Engineering provided by the Telco.

(b) Install Only (IO): Installation Labor furnished by WE. Engineering and materials provided by the Telco.

(c) Furnish Only (FO): Material furnished by WE. Engineering and installation labor provided by the Telco.

(d) Engineer Service Order (ESO): Engineering provided by the WE engineer similar to a "man loan" basis. Materials and/or installation provided by WE and/or the Telco. (Differs from WEE orders in that material is detailed billed on a noncontract basis.)

Western Electric Company Billing

(a) Material Billing: Cost of all materials for items purchased through WE. Does not include minor material items purchased by installation. Normal transportation is a part of the material price. Premium or excess transportation charges (PAIN Shipment) are included with material billing. Taxes are included with material on the estimate ledgers, but do not appear on detailed bills or in priced B specs.

(1) WEE Orders - Billing will be rendered on a lump sum basis at prices in effect for all material shipped on the main scheduled ship date and covered by the contract. Contract material on back order or sequence scheduling is billed on date of actual ship. Items excluded from the contract and all additional material requested by the Telco after the contract date will be billed as billable extras. Billing for these extras is invoiced on partial bills and noted.

(a) Additional material authorized by the Telco. Complete details will be furnished on final bill.

(b) Additional material authorized by the Telco, details attached. This material will be billed at the price in effect when the material is shipped.

(2) TCE Orders - Billing will be rendered on an item-by-item basis as the materials are shipped and at the price in effect at the time of shipment.

(b) Installation Billing: Cost of work performed by WE for installation, removal, rearrangement, or modification of equipment. Also included are charges for warehousing, hauling and hoisting, service and rentals, and purchases of minor materials.

(1) WEE Orders - Billing will be rendered monthly for each order for installation effort for preceeding month. Billing charges are derived by WE by computing the percentage of work completed against the contract amount; plus direct charges, overtime, and night differentials; less amounts previously billed. Incurred cost installation will be billed based on hours actually worked the preceeding month plus direct charges, overtime, and night differential.

(2) TCE Orders - Billing will be rendered by WE in the same manner as for WEE orders.

(c) Specification Billing: Cost of detailed engineering and drafting effort performed by WE for WEE and ESO orders.

(1) WEE Orders - Billing will be rendered for the cost of engineering and drafting upon shipment of the major portion of the material but never prior to this time. Additional billing will be rendered for changes or additional requests after original contract proposal date. These additional charges will be identified by a Supplemental Authorization (SA) and will be explained in a letter or assigned to a TELCO change (specification appendix or letter).

(2) ESO Orders - Billing for engineering and drafting will be rendered for ESO orders and in the same manner as for WEE orders.

2. BILLING AND CLAIMS

2.01 Billing and claims procedures are based on the responsibility for billing review and claims processing by the Telcos being vested in the groups in each Engineering Department Area Organization.

2.02 The WE Regional Claims Organization will be responsible for handling billing discrepancies and claims for the Telcos. This organization will be referred to herein as the Regional Claims Organization.

3. BILLING PROCEDURES

3.01 Periodically during the month, the WE Data Processing Center will present individual bills along with a machine listing of these bills to the Telco Invoice Office. These bills will cover:

- (a) Cost of material shipped during the month
- (b) Cost of preparing equipment specifications and office drawings
- (c) Cost of installation effort performed during the preceding month.

3.02 Under 725 billing procedures a mechanized check will be made to verify the Telephone Equipment Order (TEO) number is consistent with the estimate or other authorization shown on the SN4C.

This will also verify the bill is for the correct Engineering Area (see Section 790-100-415SW, 725 Billing). On Telephone Company Engineered (TCE) orders, the Invoice Office will compare all material items over \$50 on individual bills with WE Price Lists for accuracy. Any discrepancies discovered during reviews will be reconciled with the WE Data Processing Center.

3.03 The Invoice Office will post list numbers and totals on a control log. Lists, along with individual bills, will then be forwarded to appropriate Area Engineering Departments.

3.04 Charges on machine listings presented during the month will be totaled on a summary once a month by the WE Data Processing Center and forwarded to the Telco Invoice Office. These summaries will constitute actual monthly billing, and are for use as input to the telephone companies' Property and Cost Systems.

3.05 Upon receipt of monthly summaries and detailed billing tape, the Invoice Office will balance totals on summaries against totals posted on the control log from machine listings. Any discrepancies will be reconciled with the WE Data Processing Center and summaries will be finalized. Summaries and detailed billing tape will then be forwarded to the appropriate Accounting Department.

3.06 Credits will be rendered in the same manner as billing.

4. BILLING REVIEW

4.01 Upon receipt of individual bills and associated machine listings by the Telco Engineering Department, they will be analyzed to verify that all bills shown on the listings are attached. Any missing bills should be obtained from Division Accounting. Bills will be sorted by authorization number for subsequent review and filing. A typical example of a machine listing is shown in Fig. 1. Examples of individual bills are shown in figures referred to in succeeding paragraphs covering their review.

4.02 Credit Memorandums (similar to individual bills) and credit copies of Returned Material Notices (RMNs) are furnished with machine listings for crediting the Telco. Credits should be checked against machine listings and sorted by authorization number in the same manner as bills. Any missing credits should be obtained through the Invoice Office. Examples of credits are also shown in figures referred to in succeeding paragraphs.

4.03 Billing should be reviewed to verify that charges are correct and properly distributed in accordance with the following procedures.

4.04 When all billing has been received for the month, amounts shown on the ledgers should be compared with totals from individual bills. This provides a check to assure that all individual bills have been received and that charges have been distributed to the proper authorization. Any necessary reallocation of charges should be reported to the Accounting Department as described in Section 790-100-415SW, Distribution of Billing and Other Charges (725 Billing). If this verification is not done when bills are received, then it must be done on estimate closure.

MATERIAL BILLS ON TELEPHONE COMPANY ENGINEERED JOBS

4.05 Bills for material furnished on jobs engineered by the Telco are detailed by items as shown in Fig. 3. Charges should be reviewed for any duplicate or misdirected billing and any improper application of sales tax. Billing for items furnished under an Installer's Requisition should be verified in a similar manner. Any discrepancies should be noted on the bill and reconciled through the Regional Claims Organization as described in Part 5. Once resolved, the item should be corrected on the Installer's Requisition to reflect proper information.

4.06 Before closing billing on the authorization, a final review should be made to verify that all items have been billed. At the same time a check should be made to assure that credits due on Returned Goods Memorandums (RGMs) and RMNs have been received. (Fig. 4 and Fig. 5, respectively). Any discrepancies should be reconciled through the Regional Claims Organization as covered in Part 5.

4.07 Upon closing the authorization, bills should be classified and summarized by area, estimate, and account code. These actual amounts should be compared with amounts on the ledger as a final review on distribution of charges for that particular authorization. Any necessary reallocation of charges should be reported to the Accounting Department.

LABOR BILLS ON TELCO ENGINEERED JOBS AND BILLS ON WE ENGINEERED JOBS

4.08 Charges on bills for labor on jobs engineered by the Telco and on bills for material, engineering, and labor on jobs engineered by WE are not itemized. Details are furnished in related job proposals, and material prices on WE engineered jobs are substantiated by priced-out Section Bs to WE specifications SD-43-300. Costs for items covered under the proposal (and supplements thereto) shall be analyzed and classified to proper accounting codes when the proposal and supplements are analyzed, not at the time of billing review. (See Section 790-100-410SW, Contract Analysis Procedures.)

4.09 Partial bills will be issued for labor on Telco engineered jobs and for material, engineering, and labor on WE engineered jobs. Typical examples of partial bills are shown in Fig. 5, 6, and 7.

4.10 Final bills will be issued for labor on Telco engineered jobs, and for material, engineering, and labor on WE engineered orders. Typical examples of final bills are shown in Fig. 8, 9 and 10.

Final bills should be reviewed (with assistance of an equipment engineer, as required) in accordance with the following:

(a) Amounts shown on the bills as proposal costs (charges shown on the bills as contract, noncontract, firm-price, or original order) should be compared with amounts on the proposal and supplements thereto to determine if billing is for the correct amount.

(b) All billable extras shown on final bills should be reviewed to verify that they were properly authorized and to determine if charges are correct. During the review, any appendices issued to WE specifications (subsequent to

preparation of the proposal), all Telco approved Job Information Memorandums affecting cost, Installer's Requisitions, RGMS, RMNs, and any notes placed in the estimate folder concerning discrepancies picked up on previous reviews shall be checked against the final bill to verify that all authorized billing and all credits are included. At the same time, a check shall be made to assure that credits due on RMNs have been received. A check shall be made to assure that sales tax has been applied properly.

(c) Any discrepancies shall be noted on the bill and reconciled through the Regional Claims Organization as outlined in Part 5.

5. CLAIMS AGAINST WESTERN ELECTRIC COMPANY

5.01 The following paragraphs outline procedures for issuance of claim transactions against WE.

5.02 WE Engineered Orders (WEE)

(a) Upon receipt of transmittal lists and associated billing from the Invoice Supervisor, they should be checked to verify that all bills and credits on the transmittal lists are attached. Any missing bills or claims should be obtained from the Invoice Supervisor.

(b) In the event of billing in excess of the contracted amount, the equipment engineer directly responsible for the TEO should be contacted. If excessive billing cannot be justified, it should be noted on the job records that a credit is pending on the final bill. The order should not be closed out until the credit pending is received.

(c) If credit is not rendered prior to or on the final bill, WE should be contacted in writing (through the Invoice Supervisor) requesting credit for the over billing. Copies of the bills should be forwarded with the credit request.

(d) A review of all RGMS should be made to determine if materials returned to WE factories are coded with the proper "Why Returned Codes." In some cases, material overrun is the result of duplicate entry of materials (by the installer) thereby warranting a claim on the part of the Telco. When incorrect "Why Returned Codes" are detected the Regional Claims Organization of WE should be notified in writing (through the Invoice Supervisor) requesting credit and including copies of the Installer's Requisitions and of the duplicate billing.

5.03 Telephone Company Engineered Orders (TCE)

(a) If during the review and filing of bills for TCE orders, duplicate billing or billing for items which are not listed in the TEO are found, they should be investigated with the equipment engineer responsible for the TEO. An Installer's Requisition ordering additional material required on the installation will necessitate additional billing. A review of RGMS issued on the TEO returning items may account for duplicate billing. If no satisfactory explanation is found, a formal credit letter should be issued to WE (through the Invoice Supervisor). The authorization should not be closed out until a satisfactory settlement of the claim is received for major items.

(b) Material Lost on Job: On receipt of an Installer's Requisition indicating a reorder because of material lost on the job, a formal claim letter should be placed on WE. Credit will be rendered by WE for the original cost of material. No claim can be filed if material is lost on Telco installed jobs, unless material is subsequently located and returned to WE.

(c) Material Damaged on Job: On receipt of an Installer's Requisition indicating a reorder of material damaged on the job, the item should be classified as nonbillable. In the event it is duplicate billed, a claim should be placed against WE (through the Invoice

Supervisor) for the original cost of material. In event of damage by the installer on Telco installed jobs, no claim is warranted.

(d) Incorrectly Shipped - Correctly Ordered: On receipt of an Installer's Requisition indicating this condition, a claim is warranted. The RGM issued by the installer should be attached to the claim as well as the Installer's Requisition and duplicate bills.

(e) Material Lost or Damaged in Transit: Receipt of an Installer's Requisition indicating a reorder because of material damaged in transit or material not received will warrant a claim against WE. A properly documented claim showing shipping receipts will be settled within 90 days, regardless of whether WE can properly settle their claim against the carrier. If documentation is not sufficient to justify the claim, it will not be honored by WE.

(f) Replacing Short Lengths of Cable: An Installer's Requisition with a "Why Ordered Code" indicating this condition will warrant a claim. A copy of the RGM returning the material, a copy of the Installer's Requisition and a copy of the duplicate billing should accompany the claim.

(g) Defective Material: Material furnished by an outside supplier which becomes defective under warranty shall, under advice of WE, be returned to the supplier for full credit. If duplicate billing is presented, claims action against WE is warranted. Copies of duplicate bills, Installer's Requisitions and RMNs involved should accompany the claim. Materials which are claimed defective and supplied from WE factories will be ordered on a no-charge basis by the service department on all WE installed orders. No claim is involved and the original material is property of WE. Materials which are claimed defective and supplied by WE factories will be reordered billable to the Telco on all Furnish Only Plant Install orders. Defective materials should be returned to the site designated by WE under the engineering complaint routine applicable. Full credit as billed will be rendered.

(h) Duplicate or Excess Material Shipped:

In event of duplicate or excess material shipped and billed, claims action is warranted. In event it is discovered that duplicate or excess material will not be billed, the material should be returned as property of WE and no claim filed. If, however, billing will be or has been rendered by WE, the material will be returned to the site designated.

(i) Duplicate Billing: Duplicate billing, after verification with WE, will warrant claims action. Copies of bills indicating duplication should accompany the claim.

6. ISSUING FORMAL CLAIMS

6.01 It is suggested that no claim be issued for amounts less than \$25 unless property record items are involved.

6.02 The procedures for issuing formal claims are as follows:

(a) Prepare the claim on a form similar to that shown in Fig. 11. A clear, concise statement of the discrepancy which occasioned the claim and reference to the document on which the discrepancy was found shall be shown on the claim. The appropriate claims papers (such as bills, RMNs, Installer's Requisitions, shipping papers, and any other documents to support the claim) should be attached.

(b) The original copy of the claim should be forwarded to the Regional Claims Organization (through the Invoice Supervisor). The duplicate should be retained in the job folder until the claim is satisfied.

(c) The Regional Claims Organization should notify the Telco of action taken on the claim.

(d) Periodically, open claims should be reviewed and WE should be contacted to reconcile the reason why a Claim Reply Letter has not been received.

(e) The Claim Reply Letter shall be reviewed when received; and if the reply indicates a credit is pending, the TEO or job folder should be appropriately noted. Any discrepancies should be reconciled with the Regional Claims Organization and the Job Records should be so noted.

7. MONTHLY REVIEW OF CLAIMS

7.01 At the end of each month, review with the Regional Claims Organization and the Invoice Supervisor all RMNs and formal claims that have been open over 60 days to assure appropriate action is being taken for their settlement.

7.02 After completing the review described in 7.01, prepare a Monthly Report

of Claims Activity similar to that shown in Fig. 12.

7.03 The report shall be used to advise management in the Engineering Department of claims action pending and as input to the SN-691 report of Western Electric Billing and Claims Service.

WESTERN ELECTRIC COMPANY INCORPORATED										PAGE 3
SORT CODE	DESCRIPTION	T W.E. X CLS.	QUANTITY	PRICE	AMOUNT	AREA	EST KC ETC.	ACCOUNT	REQ OR STAT RMN NO NBR	
	700930	S 602		1,906.20 ✓	AUD TOT 1,906.20	16218		77C	105802 ✓	164
	400926	0 849		2,520.00 ✓	AUD TOT 2,520.00	12205	07403	10C	106093 ✓	164
	700930	0 602		8,948.34 ✓	AUD TOT 8,948.34	14379	07819	57C	103909 ✓	164
	350930	0 851		26.04 ✓	AUD TOT 26.04	10000		705- 16	100027 ✓	164
	630919	0 604		64.11 ✓	AUD TOT 64.11	10000			100029 ✓	164
	400925	0 602		89.11 ✓	AUD TOT 89.11	11476		58C	107743 ✓	164
	400924	0 602		189.00 ✓	AUD TOT 189.00	12201	07796		106143 ✓	164
	400924	0 602		.11 ✓	AUD TOT .11	13140	00001	57C	109423 ✓	164
							00001	58C		164

Under 725 billing, Account 725 will appear here

L164 SEP 1969

INVOICE
OCT 1 1969

KH

	55 61								
QUANT RETIRED	AMOUNT	QUANT SALVAGED	AMOUNT	C NEW QUANTITY	CLASS C AMT	NEW AMT	*	AMOUNT AM HOUSE MATERIAL	
						-260.10 ✓ -357.00 ✓ - 5.53 ✓ 32,865.25 <hr style="width: 50%; margin-left: auto; margin-right: 0;"/> 32,242.62			

Fig. 1 Typical Western Electric Company Machine Listing of Individual Bills

ORIGINAL BILL
Western Electric Company
INCORPORATED
HAWTHORNE MDSE. ORG.

SHIP TO	CHES/POT TEL WASHINGTON D C				DATE SHIPPED 08 17 68		HOUSE CUST. ORD. NO.							
												IDEN.	REQUISITION NO.	
TEL. CO. ACCOUNTING INFORMATION	MATERIAL				TRANSPORTATION									
	AREA	ESTIMATE	MAIN ACCT.	SUB. ACCT.	AREA	ESTIMATE	MAIN ACCT.	SUB. ACCT.						
												CLASS 630 INDICATES "AH" MATERIAL FURNISHED		
DESCRIPTION OF MATERIAL				ITEM NO.	QUANTITY	PRICE *	PRICE UNIT	AMOUNT		MDSE. CLASS	MONTH SHPD			
19574 E1725 C58														
BILLABLE PREPAID TRANS					328		01	EA	3	28	680	11		
BILLABLE PREPAID TRANS					415		01	EA	4	15	680	11		
7.43								7	43 *					
19574 E1725 C58														
J58837D2 L-A				10	10	14	20	EA	A	142	00	140	11	
J58837D2 LK EQPT				10	10	5	60	EA	A	56	00	140	11	
J58837D2 L4/H TRK UNIT				10	10	144	00	EA	A	1,440	00	140	11	
WIRING LISTS INCLUDED				10						00	00		11	
J58837AY1 L2				25	1	12	50	EA	A	12	50	140	11	
J58837AY1 L1 APPL UNIT				25	1	49	60	EA	A	49	60	140	11	
J86497A2 L4 CONVERTER				53	1	298	00	EA	A	298	00	160	11	
1998.10										1,998	10 *			
L162 NOV 1968														
HWT 12-AA (7-65)	2005	53			1	20	3	11 25 68			2,005	53 *	75	07397
	APP. & EQUIP.	SUPPLIES	TAXES	PAGE	STATEMENT NO	BILLING DATE	APPR. INV. SUPR.	TOTAL AMOUNT		HSE. NO	IDEN.	REQUISITION NO.		

* INTERWORKS BILLING AMOUNTS ARE SHOWN AT COST

Fig. 2.--Typical Western Electric Company Detailed Bill for Material

ORIGINAL CREDIT MEMORANDUM
Western Electric Company
 WASH DIST 75

HAW STATION CHICAGO, ILL. 60623

R.M. NO.
 75-1-07397
 DATE OF R.M.
 1-2-69D
 DL

SHIPPED W E CO FROM 1201 SHAYES ST ARLINGTON VA 22202
 SHIP TO WESTERN ELECTRIC CO., INC. DEPARTMENT 1914-2 CICERO AVE & 24TH ST CHICAGO, ILL. 60623

CUSTOMER

SHIPPED VIA & DATE SHPD DIRECT

LOCATION AND DATE CREDITED

TELEPHONE CO. ACCOUNTING CLASS							
TRANSPORTATION				MATERIAL			
AREA	ESTIMATE	MAIN	SUB	AREA	ESTIMATE	MAIN	SUB
				19574		C-58	
QUANTITY		DESCRIPTION OF MATERIAL	% ALLOW	UNIT PRICE	NET ALLOWANCE		
SHIPPED	RECEIVED						
		ITEM NO NO4					
		<i>Billed as ED 65900-30 G-400</i>					
2		ED66360-34 G5 & A	100%	56.70	113.40		
		RETURNED FOR FULL CREDIT PER TWX CB 153 DTD 12-11-68 MARCIN TO LOVERN					
		<i>Amount of Credit</i>			113.40		
		<i>J. E. Barrett</i>					
PACKED IN		W.O.G.	WEIGHT	DATE RECEIVED		CHARGES	
				1-6-69			

SD-600-C (6-54)

Fig. 3--Typical Western Electric Company Credit Memorandum

TELEPHONE COMPANY-RETURNED MATERIAL NOTICE

Shipped To W. E. CO. At 395 Hudson Street From N. Y. TEL. CO. At Alpha Dial Center R. M. N. No. 1234

Packed In 1 Barrel Packed by C. Smith *Supplies Acct. No. _____ No. Pages 1 Page No. 1

Shipped Via Jones Trucking Area 10,000 Date June 24 19 70 * Show "See Below" For Direct To Code Returns - Otherwise Show Appropriate Subaccount Of Accounts 122 of 722. Date Issued 6/23 19 70

Check Appropriate Block Issued in Lieu of Recovery TKT. Recovery From Tel. Co Stock Indicate The Following If Appropriate Returned Unused Repair & Return Req. No. _____ Claim No. _____ Transp'n. Acct. No. _____ W. E. CO. "T" No. _____ Total Transp'n. Charges _____

For Use of Originator				For Use of Originator N-New				For Use of W. E. CO.							
Recovery Reported Under			W. E. CO. pre-class	Tel. Co. Condition	G=Good	J=Junk	Con-dition	Quantity	Final Class		Unit Price	Unit	Credit Allowed	Material Code Property Record No.	WE CO. Class Code
Location Parcel or Serial No.	Estimate KCO or CWO	Acct Code							Routine Ord. or Service Ord.	Complete Description of Article (Also Indicate Book & Ticket No., Pick-Up No., Etc. Where Necessary)					
04371	1121	47C	-	R27 Relay			N	10	10	AM	2.70		27.00		
				S43 Relay			N	15	15	AW	2.16		32.40		
				AF15 Relay			N	10	10	AW	1.86		18.60		
				KS14314 Resistor 200 Ohm			N	2	2	K	-				
<p><i>This material was returned on RGM 136. Please provide best credit.</i></p>															

Signed By _____	Title _____	Total For Page _____	XX	X
For Use Of Accounting Manager-Supplies		For Use of W. E. CO.	W. E. CO. Rep.	For Use Of Accounting Manager-Supplies
		Class "B" Credit		
		Remun. (%)		
		Other Credit	TEL. CO. Rep.	
		Transp'n.		
		Net W. E. CO. Credit		

Routing: (1) W. E. CO. Local Distributing House (2) Accounting Manager-Supplies

Fig. 4 --Typical Returned Material Notice Credit

MD 1123-WD (6-62)		Western Electric Company <small>INCORPORATED</small>					
ORIGINATED AT Hawthorne		WESTERN ELECTRIC ENGINEERED ORDER					
HAW:LL 1943-3 3-31-70		HOUSE WASHINGTON		HOUSE NO. 75	CUST. ORDER NO. 1-02107	W. E. ORDER NO. 66813	
CUSTOMER Ches & Pot Tel Co		HOUSE 20		ESTIMATE		SHEETS	
OFFICE Midtown Dial				CONTRACT		FINAL BILL	PARTIAL BILL
TOWN Washington, D. C.				NON-CONTRACT		PRICE EFFECT. DATE	
TELEPHONE CO. ACCOUNTING CLASS							
TRANSPORTATION				MATERIAL			
AREA	ESTIMATE	MAIN	SUB	AREA	ESTIMATE	MAIN	SUB
				11320	E1665	CKM-4	M27
QUANTITY	MATERIAL			UNIT PRICE		AMOUNT	
	Eqpt shipped during March					36782.00	
TRIPPLICATE BILL							

Fig. 5 -Typical Western Electric Company Partial Material Bill

SD-3-632 (10-64)		WESTERN ELECTRIC COMPANY INCORPORATED					
EASTERN REGION		HOUSE NO.	CUST. ORDER NO.		W. E. ORDER NO.		
HOUSE WASH		75	1-02107		66813 CD		
CUSTOMER	C & P T C		ESTIMATE	SHEETS	SHEET NO.		
	OFFICE MIDTOWN DIAL				001		
	TOWN WASHINGTON DC	X	CONTRACT	FINAL BILL	X	PARTIAL BILL	
			NON-CONTRACT	PRICE EFFECT. DATE	AUDIT CODE	BILLING DATE	
					63	1-29-70	
TELEPHONE CO. ACCOUNTING CLASS							
TRANSPORTATION			MATERIAL				
AREA	ESTIMATE	MAIN	SUB	AREA	ESTIMATE	SUB	
				11320	E 1665	CXM 47	
	QUANTITY	DESCRIPTION		UNIT PRICE	AMOUNT		
		CLASS 1604					
		EQUIPMENT SPECIFICATIONS					
		ORIGINAL ORDER			\$4,311.49		
		CUSTOMER CHANGE 01			\$1,448.22		
		CUSTOMER SPECIAL REQUEST 01			\$212.55		
		DUPLICATE BILL		TOTAL	\$5,972.26		

Fig. 6—Typical Western Electric Company Partial Engineering Bill

SD4-282 (1-64)

ORIGINAL BILL
Western Electric Company
INCORPORATED
 SERVICE DIVISION
 PARTIAL BILL

IN ACCOUNT WITH	TOWN	STATE	OFFICE	W. E. ORDER NUMBER	REQUISITION NUMBER
C AND P OF DC	WASHINGTON	DC	FPI	66813	75 1 02107

STATE-MENT	SHEET NO.	TEL. CO. AREA	EST. OR ORDER NO.	ACCOUNT CODE	AMOUNT OF BILLING	DATE
9	18	11320	E1665	000 047 C	\$56248 10	1 70

DISTRIBUTING HOUSE
 MERCHANDISE CLASSIFICATION 1603

FOR TELEPHONE COMPANY USE	
ACCOUNTING DISTRIBUTION	

ACCOUNT						
AMOUNT						

APPROVED _____ APPROVED _____ 19 _____

INVOICE SUPERVISOR

TITLE _____

Fig. 7 —Typical Western Electric Company Partial Labor Bill

MD 1123-WB (6-62)							
Western Electric Company <small>INCORPORATED</small>				WESTERN ELECTRIC ENGINEERED ORDER			
ORIGINATED AT Hawthorne				WESTERN ELECTRIC ENGINEERED ORDER			
HAW:DH 9943-3 7-2-70							
HOUSE WASHINGTON				HOUSE NO.	CUST. ORDER NO.	W. E. ORDER NO.	
				75	1-02107	66813 CD	
CUSTOMER C & P TEL CO				2T	ESTIMATE	SHEETS SHEET NO.	
OFFICE WASH HDQRS BLDG				X	CONTRACT	X	FINAL BILL
TOWN WASHINGTON, D.C.					NON-CONTRACT	PRICE EFFECT. DATE	AUDIT CODE
						6-69	4
							BILLING DATE
							7-2-70
TELEPHONE CO. ACCOUNTING CLASS							
TRANSPORTATION				MATERIAL			
AREA	ESTIMATE	MAIN	SUB	AREA	ESTIMATE	MAIN	SUB
				11320	E1665	CXM-47	
QUANTITY	MATERIAL			UNIT PRICE	AMOUNT		
	TOTAL FINAL BILL				\$.40		
DETAILS AS FOLLOWS:							
TO FURNISH EQUIPMENT IN ACCORDANCE WITH CONTRACT 66813							
	TRANSP CN SUPPLIER			\$	6.35		
	FURNISHED MATERIAL						
	EQUIPMENT				<u>179,671.35</u>		
					\$179,677.70		
ITEMS NOT INCLUDED IN CONTRACT FIGURE:							
MATERIAL FURNISHED ON REQ B381279 PER TWX G.T.M. TO R.H.W. APP #04 CLASS A SPEC 005 SA #02 DATE SHIPPED 2-20-70							
	SEE ATTACHMENT #1				917.95		
	APP #01 CLASS A SPEC 092 SA #02 DATE SHIPPED 3-18-70						
	SEE ATTACHMENT #2				2,314.95		
	MATERIAL FURNISHED ON REQ B396809 PER TEL CO REQUEST DATE SHIPPED 4-5-70						
12,200'	802A CABLE			10.90c'	<u>1,329.80</u>		
					<u>184,240.40</u>		
LESS PREVIOUS BILLS:							
	1-29-70			\$125,694.00			
	2-27-70			5,581.00			
	3-31-70			36,782.00			
	4-31-70			15,853.00			
	5-29-70			330.00			
					<u>184,240.00</u>		
	TOTAL FINAL BILL				\$ <u>.40</u>		
	ORIGINAL BILL						

Fig. 8 - Typical Western Electric Company Final Material Bill

SD-3-632 (10-64)									
WESTERN ELECTRIC COMPANY INCORPORATED									
Eastern Region									
HOUSE WASH		HOUSE NO. 75		CUST. ORDER NO. 1-02107			W. E. ORDER NO. 66813 CD		
CUSTOMER C & C T C				ESTIMATE		SHEETS		SHEET NO. 001	
OFFICE MIDTOWN DIAL				X CONTRACT		X FINAL BILL		PARTIAL BILL	
TOWN WASHINGTON DC				NON-CONTRACT		PRICE EFFECT. DATE		AUDIT CODE 63	BILLING DATE 7-2-70
TELEPHONE CO. ACCOUNTING CLASS									
TRANSPORTATION					MATERIAL				
AREA	ESTIMATE	MAIN	SUB	AREA	ESTIMATE	MAIN	SUB		
				11320	E 1665			CXM 47	
	QUANTITY	DESCRIPTION				UNIT PRICE		AMOUNT	
		CLASS 1604							
		EQUIPMENT SPECIFICATIONS							
		PREVIOUS BILLING							
		ORIG ORD		\$4,311.49	01/29/70	NO CHARGE			
		CC	01	\$1,448.22	01/29/70	NO CHARGE			
		CSR	01	\$212.55	01/29/70	NO CHARGE			
		SA	01	\$547.14	04/03/70	NO CHARGE			
		SHIPPING AND CHARGE TICKET				TOTAL		\$0.00	

Fig. '9—Typical Western Electric Company Final Engineering Bill

Location _____ Est./R.O. No. _____

REQUEST

FOR

INVESTIGATION OF DUPLICATE BILLING AND/OR SHIPMENT

TO: Regional Billing and Claims Organization
Dent. 609210
1111 Woods Mill Road
Ballwin, Missouri 63011

RETURN TO: Equipment Engineer

S.W.B.T. Room 900
100 N. 12th Boulevard
St. Louis, Missouri

---Typical Address

Please investigate and advise whether credit will be issued for the following:

<u>Quantity</u>	<u>Description</u>	<u>Price</u>

W. E. Co. Order No. _____ Tel Co. Rec. No. _____

Previously billed on Statement: List _____ Dated _____

Subsequently billed on Statement: List _____ Dated _____

EQUIPMENT ENGINEER

CC: Invoice Supervisor

REMARKS:

Signed _____

Form No.

SOUTHWESTERN BELL TELEPHONE COMPANY

AREA _____

MONTHLY REPORT FOR CLAIMS ACTIVITY

Month of _____, _____

	Days Open				Total
	0-30	31-60	61-90	Over 90	
RETURNED MATERIAL NOTICES (RMNs)					
Number of RMNs open at beginning of month	_____	_____	_____	_____	_____
Number of RMNs issued this month					_____
Number of RMNs closed this month					_____
Number of RMNs open at end of month	_____	_____	_____	_____	_____
FORMAL CLAIMS					
Number of Formal Claims open at beginning of month . .	_____	_____	_____	_____	_____
Number of Formal Claims issued this month					_____
Number of Formal Claims closed this month					_____
Number of Formal Claims open at end of month	_____	_____	_____	_____	_____
INSTALLER'S REQUISITONS					
Number of Returned Goods Memorandums processed this month					_____
Distribution:					
Chief Engineer					
General Building and Equipment Engineer					
Invoice Supervisor					
File _____					
					Prepared by: _____
					Title: _____
					Date: _____

Fig. 12- Typical Monthly Report of Claims Activity