



## UNIVERSITY OF SOUTH ALABAMA

February 2019

To: Vendors Serving the University of South Alabama

The following is provided in response to your request for information:

### General Information

The University of South Alabama is a major institution of higher education and was created by act of the Alabama State Legislature in May 1963. The University admitted its first class in June 1964 and currently serves approximately 15,100 students. The University also owns and operates University Hospital, the USA Children's and Women's Hospital, the Mitchell Cancer Institute and the USA Health Care Authority.

### Governing Board

The University is governed by a Board of Trustees composed of 17 members. The Governor of Alabama serves as President, ex officio, of the Board, and the State Superintendent of Education serves as member, ex officio. The President of the University is appointed by the Board of Trustees.

### Federal Tax Status

The University has received a determination letter from the Internal Revenue Service confirming its exempt status under section 501(c)(3) of the Internal Revenue Code. The University's employer identification number is 63-0477348.

### Financial Information

The University is supported by appropriations from the State of Alabama, tuition and fees, sales and services of the hospitals, auxiliary operations, educational activities and other sources. The University has a current operating budget of \$974,000,000 for the fiscal year ending September 30, 2019.

### Sales Tax Status

Code of Alabama 1975 Section 40-23-4 (a)(15) provides an exemption from the collection of sales tax on sales to the University. This exemption is further explained in Department of Revenue Rule 810-6-3-.47.04.

### Bank References

The University's operating bank account is with Hancock Whitney Bank, 25 W. I-65 Service Road, N., Mobile, Alabama, 36608.

### Purchases

Items purchased by the University must be authorized with a University Purchase Order or Limited Purchase Order, or paid for using a University purchasing card. Questions regarding purchases should be directed to the Purchasing Department, USA Technology & Research Park, 650 Clinic Drive, Suite 1400, Mobile, Alabama, 36688 (phone 251-460-6151).

### Billing

Invoices or inquiries concerning billings should be directed to the Accounts Payable Department, USA Technology & Research Park, 650 Clinic Drive, Suite 1400, Mobile, Alabama, 36688 (phone 251-460-6191).

### Additional Information

Requests for additional information should be sent to the Business Office, 380 Administration Building, Mobile, Alabama, 36688 (phone 251-460-6241).

Sincerely,

A handwritten signature in black ink, appearing to read 'G. Scott Weldon'.

G. Scott Weldon  
Vice President for Finance and Administration