

**LIBRARY OF CONGRESS  
COOPERATIVE ACQUISITIONS PROGRAM  
PROGRAM: CAPSEA**

**INVOICE NUMBER  
21-822160-035  
Please reference this number on your payment**

October 1, 2020 through September 30, 2021

	<b>Profile</b>	<b>Amendment</b>
Estimated Costs of Monographs		
Indonesia	\$ 13	\$ -
Malaysia	\$ 126	\$ -
Singapore	\$ 325	\$ -
Brunei	\$ 19	\$ -
Philippines	\$ -	\$ -
Vietnam	\$ 26	\$ -
Thailand	\$ 119	\$ -
Laos	\$ 5	\$ -
Cambodia	\$ -	\$ -
Burma	\$ 5	\$ -
<b>Total Estimated Costs of Monographs</b>	<b>\$ 638</b>	<b>\$ -</b>
Estimated Costs of Serials		
Indonesia	\$ -	\$ -
Malaysia	\$ -	\$ -
Singapore	\$ -	\$ -
Brunei	\$ -	\$ -
Philippines	\$ -	\$ -
Vietnam	\$ -	\$ -
Thailand	\$ -	\$ -
Laos	\$ -	\$ -
Burma	\$ -	\$ -
<b>Total Estimated Costs of Serials</b>	<b>\$ -</b>	<b>\$ -</b>
<b>SUBTOTAL</b>	<b>\$ 638</b>	<b>\$ -</b>
LESS Estimated Balance as of September 30, 2020	<b>\$ 407</b>	<b>\$ -</b>
<b>SUBTOTAL</b>	<b>\$ 231</b>	<b>\$ -</b>
PLUS Indirect & Overhead Charges - 27%	<b>\$ 62</b>	<b>\$ -</b>
<b><u>SHIPPING</u></b>		
Estimated Postal and Pouch Charges	<b>\$ 238</b>	<b>\$ -</b>
LESS Estimated Balance as of September 30, 2020	<b>\$ 107</b>	<b>\$ -</b>
<b>TOTAL SHIPPING CHARGES</b>	<b>\$ 131</b>	<b>\$ -</b>
<b>TOTAL DUE</b>	<b>\$ 424</b>	<b>\$ -</b>

**Ms. Lisa Smith  
Head of Acquisitions  
Michigan State University Libraries  
366 W. Circle Drive  
East Lansing, MI 48824-1048  
Vendor Code: OVOP035**

**SIGNATURE  
Michigan State University  
Institution**

**Date**

PLEASE RETURN ONE COPY TO :

Library of Congress  
Disbursing Office ( with payment )  
101 Independence Ave., SE stop 9130  
Washington D.C. 20540-9130

AND

Library of Congress  
Overseas Operations Division  
101 Independence Ave., SE stop 4250  
Washington D.C. 20540-4250

# THE LIBRARY OF CONGRESS

1. There are two methods of sending electronic funds, please confirm with your sending financial institution which method they will use in order to give them the proper instructions.
2. For funds sent from outside the United States: You can only use the **FEDWIRE** instructions. **The SWIFT Code to use is: FRNYUS33.** Please notify the Disbursing Office of your remittance by identifying who is sending the funds, why the money is being sent and the amount.

## **FEDWIRE Method:** (usually used for international payments or large payments)

Receiving Financial Institution - Treasury NYC  
Address - 33 Liberty Street  
New York, NY 10045

**Please provide the following instructions to your Financial Institution for the remittance of Fedwire payments to the Library of Congress.**

Fedwire Field Tag	Fedwire Field Name	Required Information
{1510}	Type/Subtype	<b>1000</b>
{2000}	Amount	<i>(enter payment amount)</i>
{3400}	Receiver ABA routing number *	<b>021030004</b>
{3400}	Receiver ABA short name	<b>TREAS NYC</b>
{3600}	Business Function Code	<b>CTR</b> (or CTP)
{4200}	Beneficiary Identifier (account number)	<b>800006192000</b>
{4200}	Beneficiary Name	<b>Library of Congress</b>
{5000}	Originator	<i>(enter the name of the originator of the payment)</i>
{6000}	Originator to Beneficiary Information – Line 1	<i>(enter information to identify the purpose of the payment; ie: Invoice number, account number)</i>
{6000}	Originator to Beneficiary Information – Line 2	<i>(enter information to identify the purpose of the payment)</i>
{6000}	Originator to Beneficiary Information – Line 3	<i>(enter information to identify the purpose of the payment)</i>
{6000}	Originator to Beneficiary Information – Line 4	<i>(enter information to identify the purpose of the payment)</i>

**Automated Clearing House (ACH) Method: (normally used by individuals and companies)**

Receiving Financial Institution - Address -	Federal Reserve Bank of Richmond 701 E. Byrd Street Richmond, VA 23219
Receiving ABA Number -	051036706
Account Number -	303018
Account Name -	Library of Congress
Payment Related Instructions -	ALC 00006192

**Please note:**

If a remitter is planning to send funds to the Library of Congress using either of the above methods, the Disbursing Office should be informed by email to [mlad@loc.gov](mailto:mlad@loc.gov) , [ejoy@loc.gov](mailto:ejoy@loc.gov) and [dcarr@loc.gov](mailto:dcarr@loc.gov) as to the **amount, approximate date of receipt**, and the **purpose of the funds**. This will ensure that the funds will be properly identified upon receipt and credited to the proper organization within the Library of Congress.

**PARTICIPANT ADDRESS AND CONTACT**  
**Michigan State University Libraries**

Shipment Address		
Monograph	Serial	Newspaper
Lisa Smith Head of Acquisitions Michigan State University Libraries 366 W. Circle Drive East Lansing MI 48824-1048 Phone: (517)884-0834; Fax: (517)353-8969; email: smithli4@msu.edu	-	-

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CAPSEA List
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SEA Technical Services