

# Marimon/Canon Meter Read for

DEPARTMENT: \_\_\_\_\_

SERIAL NUMBER: \_\_\_\_\_

METER READ:

Total Billing Count: \_\_\_\_\_ -OR- Black/White Count: \_\_\_\_\_

Color Count: \_\_\_\_\_

POINT OF CONTACT: \_\_\_\_\_ EXT: \_\_\_\_\_

DATE: \_\_\_\_\_

Submit meter reads by fax or email:

FAX: (281) 283-2156 - OR- EMAIL: [UHCLProcurement@UHCL.EDU](mailto:UHCLProcurement@UHCL.EDU)

FOR ACCURATE BILLING

MARIMON/CANON METER READS ARE DUE ON THE 25<sup>TH</sup> OF EACH MONTH.