

# Westinghouse Electric Company (WEC)

## To: ALL VENDORS

As you are aware, CBS sold most of the facilities and operations providing products and services of the former Westinghouse Electric Corporation businesses to other companies. Because many of the new companies have retained the Westinghouse name, many of our vendors have had difficulty locating correct telephone numbers to inquire about the status of invoices and may be sending invoices to an incorrect location. For your information, CBS has established a web-site ([www.westinghouse-products.com](http://www.westinghouse-products.com)) to provide information about products and services formerly manufactured or sold by Westinghouse Electric Corporation.

Our company, Westinghouse Electric Company (WEC), includes the domestic and international commercial nuclear operations of Westinghouse Energy Systems. WEC is now 100% owned by British Nuclear Services Inc and operates as a stand-alone entity.

In order to ensure timely processing, please ensure that **ALL INVOICES FOR WEC** are mailed directly to:

Westinghouse Electric Company LLC  
P.O. Box 3700  
Pittsburgh, Pa. 15230

Please direct inquiries regarding payment status to the WEC Shared Service Center Vendor Hotline on 412-256-5264 or by email to [WECVENDORS@Westinghouse.com](mailto:WECVENDORS@Westinghouse.com). So that we may provide you with a timely response, please have the following information available at the time of your call or include it in your email message:

Company name, your name and telephone number,  
WEC PO #, Remit to address, Invoice number, date and amount.

Westinghouse Purchase Orders are identified as 45000XXXXX, 44000XXXXX or SAMBXXXXXX. An invoice that represents a number such as 46000XXXXX is a value contract and not a purchase order. We cannot pay an invoice that references a value contract. Please contact the Westinghouse individual who ordered the goods or services for a valid purchase order number. If you are inquiring about more than 5 invoices, please email or fax to (412-256-5251) a list of the invoices with the information noted above.

We appreciate if inquiries were limited to when payment is beyond the terms of the purchase order. The standard payment terms of Westinghouse are:

- ◆ Invoices dated the 1<sup>st</sup> through the 10<sup>th</sup> of the month will be paid and the check mailed on the 25<sup>th</sup> of the following month of the date of the invoice.
- ◆ Invoices dated the 11<sup>th</sup> through the 20<sup>th</sup> of the month will be paid and the check mailed on the 5<sup>th</sup> of the second month following the date of the invoice
- ◆ Invoices dated the 21<sup>st</sup> through the 31<sup>st</sup> of the month will be paid and the check mailed on the 15<sup>th</sup> of the second month following the date of the invoice

We would like to thank you in advance for your cooperation. By working together, we can meet our goals to provide you with quality service.

Doreen G. Kendo, Director  
WEC Shared Service Center

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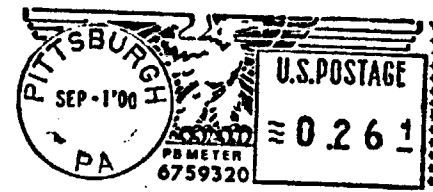


Westinghouse  
Electric Company, LLC

Accounts Payable  
Box 3700  
Pittsburgh, PA 15230

ADDRESS SERVICE  
REQUESTED

PRESORTED  
FIRST CLASS



US NUCLEAR REGULATORY COMMISSION

US NUCLEAR REGULATORY COMMISSION  
WASHINGTON DC 20555-0001

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