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6. In order to receive payment, the Lessor should create and include a unique invoice number on the invoice submitted for payment. The invoice should have the Lessor's name and lease number cited exactly how it is stated on the lease contract. The invoice should include the PDN number PS0023503. Lessor should submit invoices electronically on the GSA Finance Website at [www.finance.gsa.gov](http://www.finance.gsa.gov) (instructions for submitting invoices are found on the website). If Lessor is unable to process the invoices electronically, the Lessor may mail the invoices to the following address:

GSA Greater Southwest Finance Center  
P. O. Box 17181  
Ft. Worth, TX 76102

APPROVED  
BY Lessor  
DNR