

**JUDGMENT FUND BRANCH
IPAC INSTRUCTION SHEET**

If you are not enrolled in the IP AC system, you should contact the GOALS II staff at (866) 809-5218, or write to the Financial Management Service, 3700 East-West Highway, Suite 500E, Hyattsville, MD 20782, Attn: IP AC Enrollment Department. The GOALS II staff will request that you appoint an IPAC Administrator to register all system users.

If you are enrolled in the IPAC System, the FMS Judgment Fund Branch Agency Location Code is 20-18-0002. There are certain fields in the IPAC System that are required by GOALS II. We request that you use the Vendor ID ("Payment ID Number") in the Invoice Number Field and the Control Number in the Obligating Document Reference Number Field. The Payment ID and Control Numbers are provided on the enclosed documentation. Also, please use the No FEAR Receipt Account Number, 203112, for the Treasury Account Symbol.

Upon transmission of billing through the IPAC system, this transaction should be reported on your SF 224, Statement of Transactions.