



Media Solutions

UNIVERSITY OF WISCONSIN
SCHOOL OF MEDICINE AND PUBLIC HEALTH

Accepted Funding Sources

mediasolutions@med.wisc.edu

For assistance with funding, please check with your department fiscal office.
Additional charges may be applied for expired & invalid funding
or, if the payment source is changed after invoicing.

UW FDM (Workday) Funding Number: All Fields Are Required

Driver Worktag*: Always 2 letters (GR, GF, TF, PG or PJ) followed by 9 numbers

example: P G O O O 4 5 6 7 8 9

Cost Center*: Always starts with CC followed by 6 numbers

example: C C 1 2 3 3 2 1

Fund*: Always starts with FD followed by 4 numbers

example: F D O 1 3 6

Function*: Always starts with FN followed by 4 numbers

example: F N O 2 0 0

UWHC/UWMF PO Number:

U W H 1 2 3 4 5 6 7 8

UWH followed by 8 additional numbers

UWHC, UWMF, WI State Payment: Credit Card or Check

UWHC, UWMF and WI State clients are billed at our standard rates. Payment can be made with a check or credit card attached to UWHC, UWMF or WI State funds. We cannot accept credit card payment from cards attached to UW funds.

Personal Payment Options: Credit Card or Check

UW Students, Faculty & Staff: Did you know your department might pay for your project? Please contact your supervisor or fiscal department for a funding string before submitting your project with personal payment. Additional charges may apply if the payment source is changed after your invoice has been processed.

UW Student Personal Payment*: UW students are billed using our standard rates. If you select the student payment option, you must confirm you are a UW Madison student and the final product will be used for a UW related event. Sales tax (5.5%) will be added to your invoice.

UW Faculty/Staff Personal Payment*: If you select personal payment, the Non-UW Client rate will be applied to your invoice. (see below)

Non-UW Clients: By selecting this payment option, Media Solutions is required to apply a 55.5% surcharge to our standard pricing plus 5.5% sales tax.

*example: \$100 + 55.5% = \$155.50 \$155.50 + 5.5% = \$164.05
Sub Total Surcharge Pre-Tax Pre-Tax Sales Tax Total Cost