FLEET MAINTENANCE SEMINARS
2026 PAYMENT INSTRUCTIONS

To better serve our customers, Boeing Accounting requires a Purchase Order to process each seminar invoice and to ensure a seamless payment processing transaction. This must be provided upon registration. If this timeline is not possible or if there are any changes to your registration information such as address or company name, please reach out to the Customer Relations Specialist.

- Invoices are ordered 30 days prior to the seminar start date. An additional batch of invoices will be requested 14 days prior for late sign-ups.

Payment Due Date: Payments are required 5 business days prior to seminar start date. If payment is not received within this timeline, attendee registration may be canceled the attendee may be denied entrance.

Seminar fee: $2,000.00 US dollars per person.

- Applicable Fees incurred during payment (i.e. wire transfer, money order) must be paid by your company and not deducted from seminar fee.

Purchase Order: The Boeing Company
Payable to: P.O. Box 3707, Seattle, WA 98124-2207

Wire Transfer:
Include Attendee; name, seminar title/date, and invoice number (if available). Payable to: The Boeing Company

Send to: J.P. Morgan Chase Bank, NA 270 Park Avenue
New York, NY 10017
Boeing Commercial Airplanes
Federal ABA Routing number: 021000021
Account number: 910-1-012764
SWIFT code CHASUS33

Check: Include Attendee; name, seminar title/date, and invoice number (if available).
Payable to: The Boeing Company
Mail to: The Boeing Company P.O. Box 277851, Atlanta, GA 30384-7851

Onsite Payments: will NOT be accepted. An invoice will be issued to your company for payment

Questions: contact customersupportsocalmeetings@boeing.com