

City of Bellevue ePayables Program

To receive payment as a Vendor, the City of Bellevue offers a new payment option called ePayables. In this program the City of Bellevue would issue you a dedicated Visa card number for you to keep on file for all future payments. For security purposes, the card would have \$0 balance and \$0 limit. Funds would be deposited on this card in lieu of you receiving a check for invoice payments. Payments will be processed as credit card transactions, so your standard merchant fees will apply. There are not any direct fees imposed by the City of Bellevue or Bank of America. You would receive a remittance email (instead of a check), itemizing your invoices, giving a grand total, the last 4 digits of the card you have on file, and authorizing you to run the card for that amount at that time. An example of this is provided below.

If you agree to receive future payments for outstanding invoices from City of Bellevue via credit card, you will realize faster payments, improved cash flow and reduced paperwork. To learn more about how ePayables works, the many benefits of accepting payments by credit card, and answers to frequently asked questions about ePayables, please visit the following website:

www.bankofamerica.com/epayablesvendors

SAMPLE REMITTANCE

From: Sample Company Name
Sent: Fri 02/17/2006 6:27 PM
To: Vendor Remittance Contact
Cc:
Subject: Sample Remittance Advice (0001006071-Vendor Ref)

To receive payment for the below referenced invoice(s), please charge the total amount of USD \$72,389.07 on your dedicated [bank] credit card with the account number ending in '2064'. By charging the amount shown as a single transaction within 72 hours you will reduce the possibility of payment complications.

If you have any questions or need assistance processing this payment, please contact Accounts Payable:

Email: Accounts Payable@sample.com
Phone: 555-123-4567

Invoice, PO, Voucher Numbers	Amount
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Invoice: 518528610904A Voucher: 00199128	\$23,304.16
Invoice: 518528611004 Voucher: 00199127	\$25,889.00
Invoice: 518528611204 Voucher: 00199126	\$23,195.91

Total: \$72,389.07

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