



Vendor ACH Payment Enrollment Information

Dear Valued Vendor,

ACH is our preferred method for making payments to our vendors. We would like to encourage you to take advantage of this method of payment in place of receiving checks.

- Who is eligible to participate?
 - All vendors who have a U.S. bank account and a U.S. remittance address.
- What does this mean to your company?
 - ACH payments result in greater efficiency and easier access to cash.
 - Reduced administrative costs
 - No more opening the mail
 - No more phone calls only to hear "The check is in the mail" and uncertainty about when it will be received.
 - No more standing in bank lines to deposit the check.
 - No more lost checks
 - The payment will be deposited in your account the next business day after payment is authorized.
- What does your company have to do to initiate ACH payments with Schenker?
 - It's simple, you need to supply the information requested below.
 - There are no changes required by you or your bank in order to receive ACH payments.
 - You do not have to be "set-up with the bank" to receive ACH payments.
- When will my company be paid via ACH if we elect to participate?
 - Within two business days of receipt of the completed banking information form below, the account will be updated.
 - The next scheduled payment to your company will be made via ACH rather than check.
- How will my company know when a payment is sent?
 - An email message from vendor@dbschenker.com will be sent to your email address.
 - The e-mail message will detail the payment amount and invoices being paid.
 - The funds will credit your bank the next business day.

ACH payments have been well received by our suppliers and we would be pleased if you participate. We look forward to hearing from you!!

Vendor Number (if known);			Bank Account Name		
Name of Vendor/Payee			Name of Bank		
Vendor/Payee Address			Bank Address		
City	State	Zip Code	City	State	Zip Code
Last 4 digits of Tax ID No. (for identification purposes): <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>			Bank ABA/Routing Number (9 digits) <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
Vendor/Payee Contact Name			Account Number of Beneficiary <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
Telephone Fax			Vendor/Payee E-Mail Address (required to receive remittance)		
I authorize DB Schenker to deposit payment for goods or services directly into the account listed above.					
<hr/> Print Name and Title of Payee Authorized Official			<hr/> Payee Authorized Signature		<hr/> Date
Please email this form and a copy of a voided check matching the account listed above to overhead.payables@dbschenker.com or fax to 757-448-2221.					