

Sample Virtual Payables Remittance Notification for straight-through processing

*****SAMPLE ELECTRONIC REMITTANCE NOTIFICATION*****

This is an automated email Payment Notification generated for: [Sample Supplier Name]

Payer:	Sample Company Name
Payment Amount:	\$691.34
Payment ID:	INV. 207B-H&1
Vendor ID:	17312
Vendor Name:	Sample Supplier Name

The following payment has been submitted on behalf of [Sample Supplier Name] to Visa for clearing and settlement, and is in the process of being settled to your merchant account. The funds should be transferred to your account within 48-72 hours of settlement. No action is required on your part. The remittance information below pertains to this payment:

Invoice Number	Invoice Date	Net Amount
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1212567	12/17/2015	123.45
1212678	1/4/2015	567.89
TOTAL:		\$691.34

If you have any questions or need assistance, please email AccountsPayable@samplecompany.com or contact Accounts Payable at 123-456-789. If you have questions about the crediting of this payment to your account, please contact your merchant bank.

Thank You,

Sample Company Name

Accounts Payable

Record identifiers: REQ00001004, INV. 207B-H&1

Sample Virtual Payables Remittance Advice for supplier cards

***** SAMPLE ELECTRONIC REMITTANCE ADVICE *****

From: Sample Company Name <remittanceadvice@works.com>
To: Supplier Remittance Contact
Reply-to: AccountsPayable@sample.com
Subject: Sample Remittance for [Supplier name]

Name on Card Account: [Supplier name]
Charge Amount: \$2,443.01

Sample Company Name Property Association: Encino Location
Vendor Id: 173829

To receive payment for the invoice(s) below, please draft the total amount of \$2,443.01 AS A SINGLE TRANSACTION on your dedicated [Company name] [Visa/MasterCard] account ending in 1234.

If you attempt to charge any amount other than the full payment, the transaction will be declined. If you are unable to take the payment in a single transaction please contact us.

If you feel that any of the amounts are inaccurate we would appreciate it if you would call to discuss prior to processing this payment. Credits cannot be processed on this card. Please contact us for directions on how to apply a credit.

If you have the ability to enter a Customer Reference Indicator (CRI), please enter: 9914

If you are required to enter our address and phone number for processing, please use:

[ADDRESS LINE 1]
[CITY, STATE AND ZIP]
[PHONE NUMBER]

If you have questions regarding this payment, please reply to this email or contact our Accounts Payable Department at (555) 555-1234 / AccountsPayable@sample.com

INV DT	INV #	DISC \$	ORG INV \$	Property Info	NET PAID \$
COMMENT:					
2015-08-07	2616	15.58	778.79	190 - Encino Location	\$763.21
B2812923					
2015-08-11	2630	15.42	770.75	190 - Encino Location	\$755.33
B2812930					
2015-08-14	2646	18.87	943.34	190 - Encino Location	\$924.47
B2812937					

TOTAL: \$2,443.01

Thank You,
Sample Company Name Accounts Payable Department

Sample Company Name Internal Reference: 1129-Encino