



Important Vendor Payment Options

We use a Third-Party payable system called AvidXchange/StrongRoom, which allows us to offer you multiple payment options.

There are three payment options with our 3rd party payable company:

Virtual Credit card – Free
Direct Deposit - has a fee
Paper Check - Free

It is the vendor's choice on how payment is provided. A vendor can also set parameters. For example they can choose:

Payments between \$1- \$250 credit card
Payments between \$250-500 direct deposit(DD)/ACH
Payments greater than \$500 check.
Or all payments in check.

Unfortunately Strongroom/AvidPay does not allow us to make this choice for our Vendors. Vendors will need to contact support directly with the request.

For more information regarding payment please contact Strongroom/AvidXchange directly,

Phone: [704-971-8170 Ext:1](tel:704-971-8170)
Email: supplier@avidxchange.com

IMPORTANT NOTE:

After the vendor profile has been created and the first payment is authorized, AvidPay/Strongroom, will contact you regarding your first payment, at this time please make a note to advise them on how you would like to proceed receiving payments in the future, Virtual Credit Card, Direct Deposit or Paper Check.

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ASSOCIATION MANAGEMENT

(Rev. 02.2020)