

Payment Tracker Self Help

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Track Payment



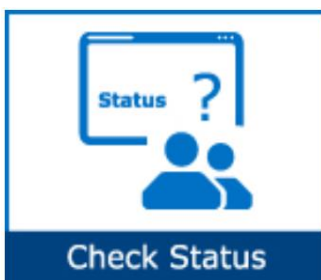
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Payment Tracker Self Help

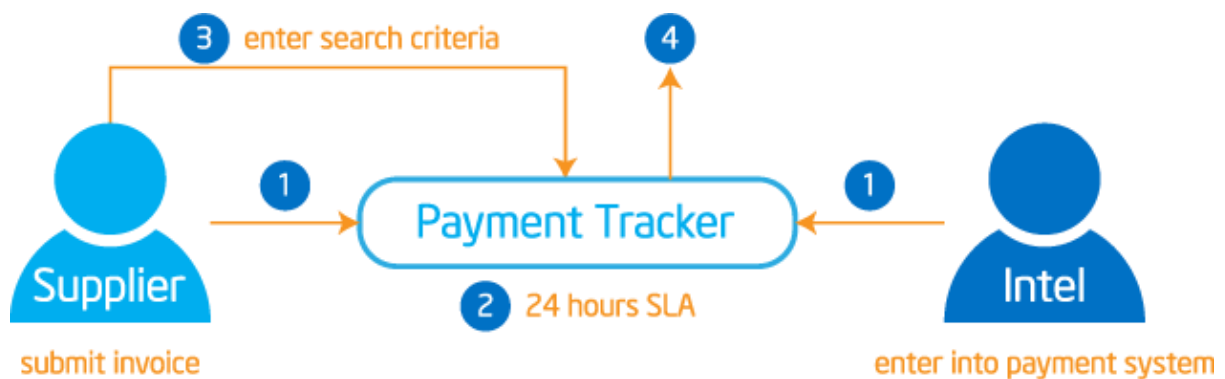
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Get Started

What is Intel Payment Tracker?

- A 24/7 extranet application designed to display invoice, payment, and receipt information for all domestic and international entities on various system.
- Provides a one-stop global shop to all vendors and Intel employees.
- Suppliers are able to submit criteria for invoice reports by check number, invoice number, PO number, and payment due-date range.

How does Intel Payment Tracker work?



| Step | Action |
|------|--|
| 1 | Supplier submit invoice online. OR, Intel Finance key into payment system. |
| 2 | Invoice created will be viewable in Payment Tracker after TWENTY-FOUR (24) hours. |
| 3 | Supplier enter search criteria. |
| 4 | Payment status will be displayed accordingly. |


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How do I start using Intel Payment Tracker?

| Step | Action |
|------|---|
| 1 | Go to supplier.intel.com . |
| 2 | Click on Supplier Sign-In link. Result: The Intel Login page will be displayed. |
| 3 | Enter your Login ID and Password . |
| 4 | Click Sign In button. Result: The Supplier Information page will be displayed. |
| 5 | Click Intel Payment Tracker link. Result: The Payment Tracker tool will be displayed. |

How do I request access for additional application?

| Step | Action |
|------|--|
| 1 | Go to supplier.intel.com . |
| 2 | Click on Supplier Sign-In link. Result: The Intel Login page will be displayed. |
| 3 | Enter your Login ID and Password . |
| 4 | Click Sign In button. Result: The Supplier Information page will be displayed. |
| 5 | Click Manage My Account > Application Access link. Result: The Application Access page will be displayed |
| 6 | Select checkbox to request for additional permissions.  |

Payment Tracker Self Help

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- 7 Click **Next**.
Note: You might be prompted to provide additional information.
Result: The **confirmation message** will be displayed. Your application is now subject to your EVM's approval.

Confirmation

Thank you for requesting access to an application on Intel's Supplier.intel.com!

Your request is being routed to your company's **Employee Validation Manager (EVM)**. They will validate your request and forward it to the appropriate Intel personnel for approval. For most of our applications, you should receive notification that you have been Approved, put on Hold, or Rejected inclusive of reasons and next steps, within 5 business days. Other applications may require a more stringent approval process and notifications may take up to two weeks. If you don't receive this notification back within these timeframes, please contact your Intel Representative for follow up. Thank you for using Supplier.intel.com.

View [Employee Validation Manager](#) list for your company.

FORTE
Thank You

[How do I check the status of my application request?](#)

| Step | Action |
|------|---|
| 1 | Go to supplier.intel.com . |
| 2 | Click on Supplier Sign-In link. Result: The Intel Login page will be displayed. |
| 3 | Click Manage my Account link. |
| 4 | Enter your User ID and Password . |
| 5 | Click Sign In button. Result: The Manage My Account page will be displayed. |

Payment Tracker Self Help

Browse through the navigation tabs for the information you are interested in.


6 Click **Check Status of Application/EVM Requests** link.

Result: The date and status of your request will be displayed.

| Status | Remark |
|------------------------|---|
| Pending EVM Approval | <ul style="list-style-type: none">• Awaiting validation from your company's EVM.• It is advisable to mail reminder, just in case. |
| Pending Intel Approval | <ul style="list-style-type: none">• Awaiting validation from Intel.• Confirmation e-mail will be sent between 3-5 business days from the date of EVM approval. |
| Rejected | <ul style="list-style-type: none">• The reason will be stated in the Comment column. |
| Pending Request | <ul style="list-style-type: none">• Only applies for request to become an EVM.• Intel contact will need to approve the request. |

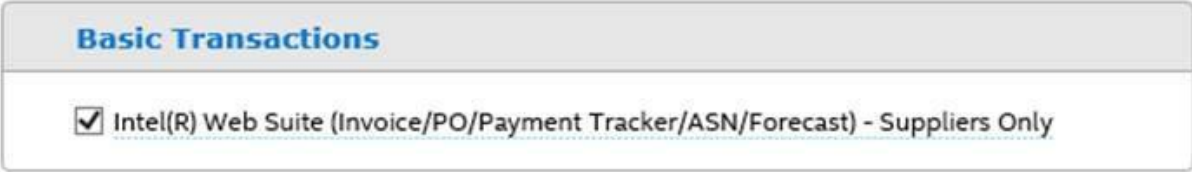
[How do I upgrade to Standard \(Full\) Registration account?](#)

Scenario 1: Upgrade from **Manage My Account** page.

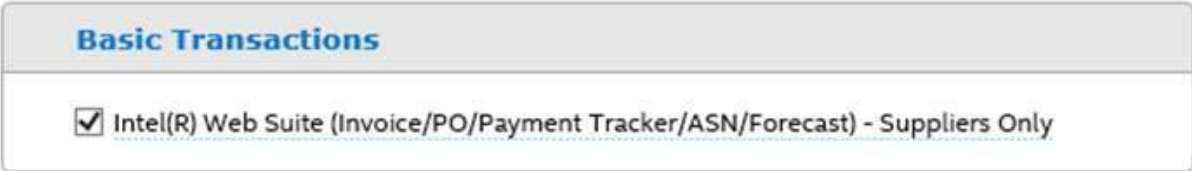
| Step | Action |
|------|--|
| 1 | Go to supplier.intel.com . |
| 2 | Click on Supplier Sign-In link. Result: The Intel Login page will be displayed. |
| 3 | Enter your User ID and Password . |
| 4 | Click Sign In button. Result: The Supplier Information page will be displayed. |
| 5 | Click Manage My Account > Upgrade to Standard (Full) Registration link. Result: The Upgrade to Standard (Full) Registration page will be displayed.  |

Payment Tracker Self Help

Browse through the navigation tabs for the information you are interested in.

| | |
|----|--|
| 6 | Click Begin button. |
| 7 | <p>Select the checkbox for Intel® Web Suite (Invoice/PO/Payment Tracker/ASN/Forecast) - Suppliers Only.</p>  |
| 8 | <p>Click Next button.</p> <p>Result: The access request form will be displayed.</p> |
| 9 | Update all the mandatory fields. |
| 10 | <p>Click Next button.</p> <p>Result: The upgrade request will be routed to your company's EVM for approval.</p> <p>Note: If your company does not have EVM, kindly refer to Supplier Registration > How do I become an EVM?</p> |

Scenario 2: Upgrade from **Web PO** page.

| Step | Action |
|------|--|
| 1 | Go to Intel Web PO . |
| 2 | <p>Click EVM conversion link.</p> <p>NOTE: As a Web Suite Lite Registration user, your company is limited to view the most recent 25 PO's. If your company exceeds the 25 active PO limit, access to the oldest POs will be restricted and you will receive a message on how to gain additional access. For additional explanation regarding this limit, please click here. If you believe your company will exceed this limit, you can convert to the Standard Registration Process utilizing Intel's Employee Validation Manager (EVM) functionality by clicking the following link: EVM Conversion</p> <p>Result: The Upgrade to Standard (Full) Registration page will be displayed.</p> |
| 3 | Click Begin button. |
| 4 | <p>Select the checkbox for Intel® Web Suite (Invoice/PO/Payment Tracker/ASN/Forecast) - Suppliers Only.</p>  |
| 5 | <p>Click Next button.</p> <p>Result: The access request form will be displayed.</p> |

Payment Tracker Self Help

Browse through the navigation tabs for the information you are interested in.

| | |
|---|---|
| 6 | Update all the mandatory fields. Note: Mouse over the “?” icon for explanation of what to fill. |
| 7 | Click Next button. Result: The upgrade request will be routed to your company’s EVM for approval. Note: If your company does not have EVM, kindly refer to Supplier Registration > How do I become an EVM? |

Track Payment

[When will my payment be processed?](#)

The payment is released by Intel once the agreed payment terms are reached. Please consider that payment terms are calculated from the later of the following,

- **Actual delivery date** when goods are received by Intel.
- OR,
The date a valid invoice is received at **Intel Payables**.

[When do I view the status of my payment?](#)

The status of an invoice can be viewed in the Intel Payment Tracker.

- For **courier service/normal post submission**: after invoice copy has been entered into payment system.
- For **online submission**: approximately **TWENTY-FOUR (24)** hours after the invoice has been submitted online.

[How do I check the status of my invoice?](#)

| Step | Action | | | | | | | | |
|--------------------------|---|-----------------|--------|----------------|--|-----------|---|--------------------------|--|
| 1 | Go to Intel Payment Tracker . | | | | | | | | |
| 2 | Enter search criteria. For example, PO number 4200123456. Notes: <table border="1"><thead><tr><th>Search criteria</th><th>Remark</th></tr></thead><tbody><tr><td>Invoice number</td><td><ul style="list-style-type: none">• Sort data by invoice number.</td></tr><tr><td>PO number</td><td><ul style="list-style-type: none">• Sort data by PO number.</td></tr><tr><td>Check/EFT/Payment Number</td><td><ul style="list-style-type: none">• Display total payment amounts.</td></tr></tbody></table> | Search criteria | Remark | Invoice number | <ul style="list-style-type: none">• Sort data by invoice number. | PO number | <ul style="list-style-type: none">• Sort data by PO number. | Check/EFT/Payment Number | <ul style="list-style-type: none">• Display total payment amounts. |
| Search criteria | Remark | | | | | | | | |
| Invoice number | <ul style="list-style-type: none">• Sort data by invoice number. | | | | | | | | |
| PO number | <ul style="list-style-type: none">• Sort data by PO number. | | | | | | | | |
| Check/EFT/Payment Number | <ul style="list-style-type: none">• Display total payment amounts. | | | | | | | | |

Payment Tracker Self Help

Browse through the navigation tabs for the information you are interested in.

| | | | |
|---|--|---|--|
| | | <ul style="list-style-type: none"> Click Check/EFT number for details. | |
| | Packing slip | — | |
| | Matching or Starting With | <ul style="list-style-type: none"> Enter a specific number. OR, Leave it as it is. | |
| | Expected to Pay Between | <ul style="list-style-type: none"> 6-months history, by default. Modify the data range, if required. | |
| | From Intel In | <ul style="list-style-type: none"> Defaulted to all locations. Narrow down to a specific location, if required. | |
| | Format report for | <ul style="list-style-type: none"> Defaulted to Web Page Display. Change to Excel format, if required. | |
| | Records per page | <ul style="list-style-type: none"> Select from dropdown the number of records per page. | |
| 3 | <p>Click Generate Report button.</p> <div style="border: 1px solid black; padding: 2px; display: inline-block; margin: 5px 0;">Generate Report</div> <p>Result: The matching record will be displayed.</p> | | |

[How do I differentiate the pay statuses?](#)

| Status | Remark |
|------------|--|
| CLO | <ul style="list-style-type: none"> Paid and closed. |
| MAN | <ul style="list-style-type: none"> Invoice rejected/cancelled. Rejected reason will be display. |
| PRO | <ul style="list-style-type: none"> Invoice on hold, waiting for authorization. |
| PEN | <ul style="list-style-type: none"> Pending for payment on “pay date”. |
| HLD | <ul style="list-style-type: none"> Payment on hold. |

Payment Tracker Self Help

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How do I request a proof of payment?

- Intel does not generate remittance advice.
- Please refer to Intel Payment Tracker to reconcile the payment.

What does it mean if I cannot find an invoice on Intel Payment Tracker?

The invoice has **yet to be received by Intel**.

Validate Payment

What should I do if I do not recognize my invoice number against my ERS transaction?

- Intel's **ERS (Evaluated Receipt Settlement)** process pays from the receipt of goods versus the receipt of a supplier's invoice.
- The number entered into the **invoice** field is the packing slip number that was submitted to Intel with the product.

What does it mean where there is a negative in the amount column?

- Payment amount is not displayed because the supplier may have a negative balance, or credit memo has been submitted.

| Cancel Invoice | Invoice Number | PO Number | PO Line Number | Packing Slip | Amount Paid |
|----------------|----------------|-----------|----------------|--------------|----------------|
| | 900123456 | | | | EUR - 10839.05 |

- This could be due to short pay and the buyer has instruction to hold payment.
- OR,
This could be due to withholding tax deduction or discount.
- Submit a ticket to [Procurement and Payment Solutions](#) for more details.

Payment Tracker Self Help

Browse through the navigation tabs for the information you are interested in.

[What should I do if I am not sure which invoice is the payment received intended for?](#)

| Step | Action | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-------------------------------|---|------------------|--------------|--------------------------|---------------------------|-----------------|-------------------------------|---------------|-------------|--|-------------------|-------------------------------|------------------|-------------|---|-------------------|-------------------------------|-------------|-------------|---|-------------------|-------------------------------|-------------|-------------|---|-------------------|-------------------------------|-------------|-------------|---|-------------------|-------------------------------|-------------|-------------|---|----------------------|-------------------------------|--------------|-------------|---|--------------------------|----------------|-----------|----------------|--------------|-------------|---------------------------|-----------------|------------------|----------|------------|--|--|--------------|----------|----------|------------|
| 1 | Go to Intel Payment Tracker . | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | Select Check/EFT/Payment Number criteria. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | Leave blank for Matching or starting with field. Note: Modify the date range if required, to view more results. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | Click Generate Report button. <div style="border: 1px solid black; padding: 5px; display: inline-block; margin: 10px 0;">Generate Report</div> Result: The matching record will be displayed. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | Refer to Amount Paid column for payment amount received. Note: The amount you received might be differ from the amount displayed, due to bank charges. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | Click matching check/EFT number. <div style="border: 1px solid blue; padding: 10px; margin: 10px 0;"> <p>Results:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #FFD700;"> <th>Check/EFT Number</th> <th>Amount Paid</th> <th>Pay Date</th> <th>Check Type</th> <th>Intel Location</th> </tr> </thead> <tbody> <tr> <td>1009100004459</td> <td>USD 147784.36</td> <td>30-Mar-2014</td> <td></td> <td>Intel Corporation</td> </tr> <tr> <td>1009200276891</td> <td>JPY 445246269.00</td> <td>30-Mar-2014</td> <td>E</td> <td>Intel Corporation</td> </tr> <tr> <td>1009200277303</td> <td>USD 7595.00</td> <td>30-Mar-2014</td> <td>E</td> <td>Intel Corporation</td> </tr> <tr> <td>1009200277593</td> <td>USD 4775.20</td> <td>30-Mar-2014</td> <td>E</td> <td>Intel Corporation</td> </tr> <tr> <td>1009200277682</td> <td>USD 1957.00</td> <td>30-Mar-2014</td> <td>E</td> <td>Intel Corporation</td> </tr> <tr> <td>6009300017042</td> <td>USD 9817.40</td> <td>24-Feb-2014</td> <td>W</td> <td>Intel Israel 74, LTD</td> </tr> <tr> <td>6009300017113</td> <td>USD 31482.00</td> <td>24-Feb-2014</td> <td>W</td> <td>Intel Mobile Comm Israel</td> </tr> </tbody> </table> <p style="margin-top: 5px;">Previous ◀ ▶ Next</p> </div> Result: The check details will be displayed as pop-up. <p>Check Details</p> <p>Intel Location : Intel Corporation Pay Date : 30-Mar-2014 Check Type : Check Check/EFT Number : 0001009239617</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #FFD700;"> <th>Invoice Number</th> <th>PO Number</th> <th>PO Line Number</th> <th>Packing Slip</th> <th>Amount Paid</th> <th>Withholding Tax/Local Tax</th> <th>Discount Amount</th> <th>Terms Start Date</th> </tr> </thead> <tbody> <tr> <td>33501621</td> <td>3000555741</td> <td></td> <td></td> <td>EUR 12050.00</td> <td>EUR 0.00</td> <td>EUR 0.00</td> <td>8-Nov-2013</td> </tr> </tbody> </table> | Check/EFT Number | Amount Paid | Pay Date | Check Type | Intel Location | 1009100004459 | USD 147784.36 | 30-Mar-2014 | | Intel Corporation | 1009200276891 | JPY 445246269.00 | 30-Mar-2014 | E | Intel Corporation | 1009200277303 | USD 7595.00 | 30-Mar-2014 | E | Intel Corporation | 1009200277593 | USD 4775.20 | 30-Mar-2014 | E | Intel Corporation | 1009200277682 | USD 1957.00 | 30-Mar-2014 | E | Intel Corporation | 6009300017042 | USD 9817.40 | 24-Feb-2014 | W | Intel Israel 74, LTD | 6009300017113 | USD 31482.00 | 24-Feb-2014 | W | Intel Mobile Comm Israel | Invoice Number | PO Number | PO Line Number | Packing Slip | Amount Paid | Withholding Tax/Local Tax | Discount Amount | Terms Start Date | 33501621 | 3000555741 | | | EUR 12050.00 | EUR 0.00 | EUR 0.00 | 8-Nov-2013 |
| Check/EFT Number | Amount Paid | Pay Date | Check Type | Intel Location | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 1009200277303 | USD 7595.00 | 30-Mar-2014 | E | Intel Corporation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 6009300017113 | USD 31482.00 | 24-Feb-2014 | W | Intel Mobile Comm Israel | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Invoice Number | PO Number | PO Line Number | Packing Slip | Amount Paid | Withholding Tax/Local Tax | Discount Amount | Terms Start Date | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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Payment Tracker Self Help

Browse through the navigation tabs for the information you are interested in.

Why is my invoice short paid?

- Invoice with no full amount paid could be due to the **Withholding Tax/Local Tax** or **Discount Amount**. A foreign vendor is subject to withholding tax. Submit a ticket to [Procurement and Payment Solutions](#) with your correct PO number AND invoice number for enquiries on US Sales Tax Issue.
- OR,
Short paid could be due to wrongly deduct on discount amount. The discount amount is deducted based on the Intel Payment Terms. Please contact PO buyer for further clarification.

Who should I contact for wrongly deduct on WHT/Local Tax?

| Country-based | Remark |
|---------------------------|--|
| India | <ul style="list-style-type: none">• WHT certificates can be issued only to those vendors who have Furnished PAN or a statement of taxes withheld and paid into the Government Treasury would be issued.• WHT certificate/statement will be issued on quarterly basis.• Submit a request to Procurement and Payment Solutions with your correct PO number AND invoice number for details. |
| US, PRC, Taiwan, Malaysia | <ul style="list-style-type: none">• Submit a request to Procurement and Payment Solutions with your correct PO number AND invoice number for details. |

Why have I not received my payment even though my invoice is due?

- The payment term start is based on the invoice received at **Intel Payables**.
- All invoices are subject to certain validations before being approved for payment.

What should I do if my invoice shows as paid but I didn't receive the money?

- It may take some time to receive the money after Intel executes the payment, as it depends on the bank processing time (normally about 3 to 5 working days).
- Estimated 10 working days for payment made through check to reach supplier's end.
- If there is any change in bank information, please submit request to [Procurement and Payment Solutions](#) for changes.

Payment Tracker Self Help



Browse through the navigation tabs for the information you are interested in.

[How do I ensure electronic payments issued to my company are securely and timely delivered?](#)

- Submit request to [Procurement and Payment Solutions](#) with your updated bank information.
- Failing to update your bank information in Intel's database will result in your payment being rejected and a delay in you receiving payment.

Make Amendment

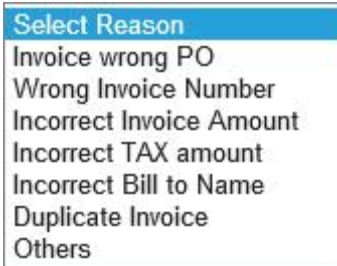
[How do I cancel an invoice?](#)

| Step | Action |
|------|--|
| 1 | Go to Intel Payment Tracker . |
| 2 | Enter search criteria. For example, invoice number 6172123456. |
| 3 | Click Generate Report button.  Result: The matching record will be displayed. |
| 4 | Click Cancel link.  Result: The Invoice Cancellation Request page will be displayed as pop-up. |

Payment Tracker Self Help

Browse through the navigation tabs for the information you are interested in.

5 Update reason for cancellation.



Select Reason

- Invoice wrong PO
- Wrong Invoice Number
- Incorrect Invoice Amount
- Incorrect TAX amount
- Incorrect Bill to Name
- Duplicate Invoice
- Others

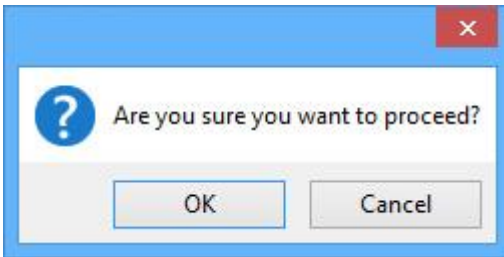
Note: State the reason in **Remark** column, if **Others** is chosen.

6 Click **Submit** button.



Submit

Result: The confirmation message will be displayed.



Are you sure you want to proceed?

OK Cancel

7 Click **OK** button.

Results:

- The cancellation request has been submitted.
- The **Cancel** link will be grayed-out for **SEVENTY-TWO** (72) hours.

| Cancel Invoice | Invoice Number | PO Number |
|--------------------------------|----------------|------------|
| Cancel | 6172123456 | 7000123456 |

Notes:

- Invoice cancellation is subject to Intel review.
- Please resubmit cancellation in the event cancellation request is not processed within the **SEVENTY-TWO** (72) hours turnaround time.
- The Pay Status will be updated to **MAN** upon cancellation approval.

Payment Tracker Self Help

Browse through the navigation tabs for the information you are interested in.

Can my invoice be paid sooner?

| Step | Action |
|------|--|
| 1 | <p>Go to Intel Payment Tracker. 2 Enter search criteria. For example, invoice number 6172123456. 3 Click Generate Report button.</p> <div data-bbox="201 584 496 629" style="border: 1px solid gray; padding: 2px; text-align: center;">Generate Report</div> <p>Result: The matching record will be displayed. 4 Click Get Paid Sooner button. Result: The PayTerms page will be displayed as pop-up.</p> |
| 2 | <p>Enter search criteria. For example, invoice number 6172123456.</p> |
| 3 | <p>Click Generate Report button.</p> <div data-bbox="201 969 496 1014" style="border: 1px solid gray; padding: 2px; text-align: center;">Generate Report</div> <p>Result: The matching record will be displayed.</p> |
| 4 | <p>Click Get Paid Sooner button.</p> <p>Result: The PayTerms page will be displayed as pop-up.</p> <div data-bbox="201 1290 842 1868" style="border: 1px solid gray; padding: 10px;"><p>PayTerms - Windows Inter... - [min] [max] [close]</p><p>Select payment terms:</p><ul style="list-style-type: none"><input type="radio"/> 1.75% 15 net 45<input type="radio"/> 1.5% 20 net 45<input type="radio"/> 1.25% 25 net 45<input type="radio"/> 1% 30 net 45<input checked="" type="radio"/> 0.75% 35 net 45<div data-bbox="240 1686 363 1731" style="border: 1px solid gray; padding: 2px; text-align: center;">Submit</div><p>The terms you have selected will be reviewed by Intel.</p></div> |

Payment Tracker Self Help

Browse through the navigation tabs for the information you are interested in.

5 Select a new payment term.

Note: Discount will be taken for early payment. 6 Click **Submit** button.

Submit

Results:

- The terms selected will be reviewed by Intel.
- Supplier will receive a confirmation e-mail copy on submitted new payment term.

[How do I refund duplicate/overpayment to Intel?](#)

Scenario 1: Submit **paper memo**.

| Step | Action |
|------|--|
| 1 | Prepare paper memo. |
| 2 | Submit a request to Procurement and Payment Solutions to refund payment. |

Scenario 2: Submit through **Web Invoice**.

| Step | Action |
|------|---|
| 1 | Go to Intel Payment Tracker . |
| 2 | Perform search. |
| 3 | Manually check for duplicate/overpaid invoice. For example, PO 4200123456 with invoice number 123456789. |
| 4 | Go to Intel Web Invoice > Create Credit Memo . |
| 5 | Enter PO number. Note: You must enter the entire PO number in the PO field for Intel Web Invoice to retrieve the requested information and in order to continue. |
| 6 | Click Create button. Result: The credit memo for PO number entered will be created. Notes: <ul style="list-style-type: none">• The credit memo generated requires supplier to fill in additional mandatory fields.• The supplier assumes responsibility to submit complete and accurate invoices. |
| 7 | Update the mandatory fields, |

Payment Tracker Self Help

Browse through the navigation tabs for the information you are interested in.

| | |
|---|---|
| | <ul style="list-style-type: none">• Credit Type• Supplier Original Invoice Number• Credit Number• Ship Service Date• PO Line• Credit Description |
| 8 | <p>Click Review Credit Memo button.</p> <p>Result: The Review Credit Memo screen will be displayed.</p> <p>Note: The errors and missing fields will be notified in red.</p> |
| 9 | <p>Click Submit Credit Memo button.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;">Edit Credit Memo Submit Credit Memo</div> <p>OR,</p> <p>Click Edit Credit Memo button for amendment.</p> <p>Result: The Credit Note screen will be displayed.</p> <p>Note: Supplier may print a copy of the generated invoice confirmation.</p> |

[What should I do if payment has been remitted to wrong bank account/address?](#)

| Step | Action |
|------|---|
| 1 | <p>Double check if the payment reached</p> <ul style="list-style-type: none">• Wrong bank account.• Wrong remit name.• OR, Wrong banking information. |
| 2 | <p>If there is any change in bank information, please submit request to Procurement and Payment Solutions for changes.</p> |