



Dear Valued Vendor:

Kelley Logistics, LLC is pleased to offer our vendors payments via Automated Clearing House (ACH). Payments will be directly deposited into your business banking account. A remittance advice will be provided to the e-mail address you provide on the attached form. There are some significant advantages to this type of payment:

- Payments are available to you sooner than presently possible via US mail.
- Payment information will be available to you in advance via e-mail.
- Reduced float time provides expedited availability of funds.
- Decreases deposit processing time and trips to Bank.

Please complete the attached enrollment form and return via e-mail to ap@kelleylogistics.com This information will be held strictly confidential.

If you have any questions regarding the ACH process, please contact me at 317.888.0136 or by e-mail at asweeney@kelleylogistics.com

Sincerely,

Allyson Sweeney
Accounts Payable

CUSTOMIZED SUPPLY CHAIN SOLUTIONS

Kelley Logistics, LLC | 25 S. Park Blvd. Greenwood IN 46143
TF 888.535.5392 | P 317.883.0136 | F 317.883.0141



ACH SUPPLIER PAYMENT ENROLLMENT FORM

Forms can be faxed to 317.883.0136 (attention A/P Department) or emailed to ap@kelleylogistics.com

SUPPLIER INFORMATION

Supplier Name _____

Supplier Remit-to Address _____

Supplier Contact _____

Supplier Contact Phone _____

Supplier Contact Email _____

**remittance information will be sent to this email address

BANKING INFORMATION

Name of Receiving Bank _____

Bank Routing Number _____

Deposit Account Number _____

SUPPLIER INFORMATION

I hereby authorize, with the signature below Kelley Logistics, LLC to deposit all payments into the above referenced account.

Supplier Authorized Signature _____

Authorized Signer's Title _____

Authorized Signer's Phone _____

Date of Signature _____

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