

Finning (Canada)
Head Office
16901 109 Avenue
Edmonton, Alberta T5P 4P6
Fax: 780-443-7274



VISA Payables Automation (VPA) Supplier FAQ

Why has Finning (Canada) decided to offer VPA?

- Our goal is to optimize our commercial card program in order to improve process efficiency and working capital management, as well as reduce the cost of processing paper cheques.

What are the benefits of receiving payment by VPA instead of cheque or other payment methods?

- Process Efficiency: Suppliers can reduce internal processing and transaction costs by eliminating paper-based processes, including cheque processing and associated reconciliation efforts.

Are there fees associated with receiving payment by VPA?

- The standard processing fees administered by a supplier's merchant acquiring bank will apply. We encourage suppliers to review their merchant account agreement and discuss ways to achieve the most favorable rates with their bank.

How will VPA change Finning's current purchasing and payment process with our company?

- The current processes for orders and invoices will remain the same. The only change will be to the payment process.
- With the new payment process our suppliers will receive a card number to retain on file and an email notification will be sent for each payment instructing them of the amount to process using their POS Device/Software.

What is the process for being paid by VPA?

- After completing the enrollment process, Finning will provide the supplier with a Visa Commercial Card account number which they will retain on file. When the supplier receives a payment remittance notification, via email, they may charge the account number for the amount indicated.
- We ask that suppliers include the appropriate invoice numbers and/or purchase order numbers when processing the transaction.

How do we get set up or what do we need to do to accept credit card payments?

- For those suppliers already setup with a merchant account, complete attached Finning (Canada) VISA Payables Automation form.
- For those suppliers who are not currently set up with a merchant account, to arrange for basic Visa Card acceptance, they should contact their corporate banking service provider.

Who do I contact if I have additional questions?

- For any questions about payment status contact VPA@finning.com and a representative will get back to you as soon as possible.

Finning (Canada)
ATTN: Accounts Payable
16901 109 Avenue
Edmonton, Alberta T5P 4P6
Fax: 780-443-7242



Finning (Canada) VISA Payables Automation

Finning (Canada) **preferred** method of payment is **VISA Payables**.

- This is an Accounts Payable solution to pay our suppliers with automated VISA card payments.
- This system works for suppliers that have the ability to already accept VISA as a form of payment.
- If you have any questions, need assistance in completing the form or to submit the form, please email AccountsPayable@Finning.ca or fax 780-443-7242

How it Works:

- Please fill out the form below and once accepted, we will direct you to a secure web-site to obtain the VISA account number which you will use to obtain future payments from Finning.
- Once activated, you will receive an automated remittance notification email alerting you of the amount that has been approved to charge to the VISA.
 - Other details of the transaction such as invoice number and invoice date will be included.

Please complete the following:

Company Name:	
Remittance Address:	
Contact Name:	
Contact Title:	
Contact Phone/Fax	
Remittance Email(s)*:	
Will CVV2 (Pin on Card) be Required for Payment Process:	YES_____ or NO _____

*This is either a Receivable Dept email or designated person to process card transaction payments.

For more information or questions regarding this process, please contact:

Accounts Payable
Hotline 780-443-7043
vpa@finning.com