



STATE CONTROLLER'S BULLETIN

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State Controller

Richard W. Rosen, Acting Commissioner
Administrative & Financial Services

Bulletin #FY15-04

SUBJECT: Electronic Payment Option - PAYMODE-X

DATE: October 29, 2014

TO: All Department and Agency Financial Officers and Service Center Directors

FROM: Doug Cotnoir, State Controller

The State of Maine has recently authorized Bottomline Technologies to administer an outreach campaign to inform State of Maine vendors of an electronic payment option available to them. This option is called Paymode-X.

The Paymode-X service is provided through the Bank of America Merrill Lynch. Enrollment in Paymode-X is optional. Vendors can enroll online at www.paymode.com/maine. Paymode-X will notify the Office of the State Controller of the vendor's enrollment and electronic payments will begin shortly thereafter.

If a vendor chooses to enroll, they are asked to provide the following information:

- Company legal name, address and phone number
- Bank Account Number(s) and Bank Routing Number(s)
- Federal Employer Identification Number (Tax ID Number)
- Phone numbers and email addresses of each person having Paymode-X privileges

If a vendor contacts your agency, you may confirm that this is a legitimate outreach campaign and may direct them to Laurie Andre, Accounting Manager, Office of the State Controller at (207) 626-8446.

Enrollment in Paymode-X is completely optional. As a reminder, the Office of the State Controller also offers a standard electronic funds transfer (EFT) payment option to vendors, including an option to receive details of the EFT payment via email. Additional information regarding electronic payment options can be found at www.maine.gov/osc/accounting/ddeflt.shtml.

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