

Mack Energy Co.

4700 Gaillardia Pkwy, Ste #102 Oklahoma City, OK 73142 Accounts Payable Dept. Phone (405) 832-9830 X-213 Fax (405) 832-9847 accountspayable@mackenergy.com

Dear Valued Vendor,

Mack Energy Co. has an ongoing initiative to convert payments made by check to electronic payments via Automated Clearing House (ACH). Mack is making this payment method change for increased efficiency, cost reduction purposes, and to provide our vendors the fastest, safest, and most reliable payment.

An ACH payment is an electronic payment that is credited directly to your bank account on the payment due date. Mack will also provide along with the ACH payment an emailed electronic remittance advice listing, the invoice numbers, and dollar amounts deposited into your account. We are only able to email the remittance advice to one email address.

To participate in having your payments sent by ACH, please complete the form accompanying this letter. The return instructions are provided on the form. You must complete the email address section with the email address you would prefer the remittance advice be sent.

If you have any questions or concerns, please contact: Accounts Payable at 405-832-9830 x213 or by e-mail at <u>accountspayable@mackenergy.com</u>.

Sincerely,

Fin N. Boyd

Erin Boyd Accountants Payable Supervisor



ACH Payment Application:

To receive payment deposited directly into your bank account of choice, please complete the application below. **Please fax, email or mail your completed application** with a copy of a void /cancelled check to:

Mack Energy Co. Attn: Accounts Payable 4700 Gaillardia Pkwy, Ste 102 Oklahoma City, OK 73142

Phone: 405-832-9830. #213 Fax: 405-832-9847

Please note, your designated bank must be located with the United States. Direct Deposits will be made using the Automated Clearing House (ACH) wire system. <u>All incomplete Direct Deposit</u> <u>Applications will not be processed and will be returned for completion.</u>

Vendor Information					CHECK	
First Name	Middle Initial	Last Name	HERE IF THIS IS A NEW ADDRESS			
Mailing Address						
City	State	Zip				
Phone number Fax number		own)		-		
Owner or P	ayee number	Last 4 digits of Ta	x ID or SS#		ABC BUSINESS 1234 Park Avenue Anytown, CA	3
Bank Inform	nation				Anywhere Bank	.XX
Bank Routing Number (ABA) (9 digit number located at bottom of check)					U.S.A. Not Negotiab	le
Bank Account	Number Chec	k one [] Checking [] S	Savings		3 - Check Numb	er
					2 - Bank Account Number (not to exceed 17 digits	

By signing below, I authorize Mack Energy Co. and my financial institution to electronically deposit my payment to the bank account specified above. I understand that this authorization will remain in effect until I notify Mack Energy Co. by completing a **new ACH Payment Application form** which can be obtained by contacting Mack Energy Co. Accounts Payable Dept. I understand that I may cancel this payment arrangement at any time by submitting written cancellation notification to Mack Energy Co.

Vendor Signature:______
Date: _____