

Get on Board. Get Registered.

Tampa International Airport **PROCUREMENT**



ePayables

To enroll in ePayables, complete the Enrollment Application and submit to the Authority. [ePayables Payment Solution Enrollment Application.pdf](#).

Note: Some transactions may qualify for lower-interchange rates. Suppliers should contact their merchant acquirer to learn more about [ePayables Large Ticket Transactions](#).

Advantages of ePayables

- Expedited receipt of cash, improving Days Sales Outstanding. Net terms targeted for **2 Authority Business Days*** from receipt of an approved invoice within **Accounts Payable**.
- Automated Process.
- Avoids mail delays.
- Elimination of check processing costs.
- Elimination of collection costs associated with lost or misplaced checks.
- Efficient handling of exception items.
- Remittance data transmitted with payment for more efficient back-end reconciliation.

How ePayables Work

- Authority provides a dedicated VISA credit card number, expiration date and 3 digit CVV2 value to the supplier to keep on file.
- Supplier sends invoice to the Authority.
- Authority approves invoice and orders payment.
- Supplier's card account number is funded with the payment amount.
- Supplier receives notification via e-mail. Suppliers can opt to have notification sent to one or more e-mail addresses or alternately, to a single fax number.
- Supplier processes payment on the card account number for the exact amount. Supplier's merchant acquirer will apply transaction fees.

*For questions regarding Authority Business Days, contact the Procurement Helpline at procurementhelpline@tampaairport.com