Waukesha County
DEPARTMENT OF ADMINISTRATION

Dear Supplier,

Waukesha County is pleased to announce enhanced payment options for suppliers through our banking contract partnership. Our payments will be issued through this partner, Paymode-X, allowing supplier payments to be more efficient and secure than ever before. This will also provide business suppliers to have additional electronic options for receiving payments from Waukesha County.

With Paymode-X, you do not have to worry whether your payments will arrive. Suppliers have historically only had the option of receiving payment via mailed check. Paymode-X will provide suppliers the option to receive electronic forms of payment with funds deposited directly into your bank account soon after Waukesha County has approved them. Paymode-X handles over $425 billion in payments annually with no successful fraud attempts.

Additional benefits include visibility into your payments in an easy-to-use portal with access to remittance information.

FAQs

Q) Is enrollment with Paymode-X mandatory?
A) No, Suppliers have the option to continue to receive paper checks. Enrollment with Paymode-X provides increased visibility into payments received from Waukesha County, Scheduled Reports, and the option to receive electronic forms of payment.

Q) What will I need to enroll?
A) Make sure you have your company's legal name, telephone number, EIN, Bank Account and Routing number, and physical address available.

Q) What happens if I need help with a payment?
A) Paymode-X has a support team ready to help and easily accessible.

Q) Can I change or add banks?
A) Authorized users can change or add banks for no fee. However, for security reasons, rigorous checks are initiated before any change can occur.

Questions?
To learn more about Paymode- X, go to www.paymode-x.com/get-paid
Please direct questions related to the enrollment process to enrollment@paymode-x.com or call 1-800-331-0974 Monday through Friday, 8:00 AM - 5:00 PM EST