



LOCKBOX

Simplify the Way Your Business Receives Payments

If your primary source of receiving payments is by check, you can automate your business' invoicing through a centralized lockbox. Using a comprehensive lockbox solution will expedite payment processing and allow access to your funds more quickly.

- **Saves Time:** Reduces mail float and manual processes.
- **Convenience:** Provides timely information for cash flow.
- **Security:** Improves audit controls and data accuracy.

Business Processes Made Easy

1. Your customers will mail their payments to a designated Post Office Box.
2. All lockbox payments are retrieved, sorted, and batched accordingly.
3. Checks are entered, and payments are processed based on instructions.
4. Funds are deposited into your respective business account.
5. A daily file of all remittance payments is sent for review or uploaded to your Accounts Receivable system.
6. Any unprocessed work is sent back to you for further processing.

DID YOU KNOW?

Lockbox options can help your business get paid 2-3 days faster.