

March 24, 2020

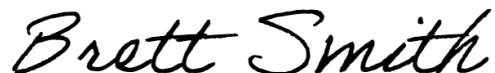
Dear Government Vendor:

Thank you for the valuable work you perform for us. We recently reached out to federal agencies that continue to pay you by paper check. To comply with the Debt Collection Improvement Act (DCIA) of 1996, the U.S. Department of the Treasury requires **all** federal payments, *with the exception of tax refund payments*, be made electronically. For your reference, click the link to 31 CFR Part 208 which enforces the DCIA: <https://fiscal.treasury.gov/files/eft/regulations/31cfr208final.pdf>. Effective immediately, we need to begin paying you by ACH (Direct Deposit) instead of with a paper check.

Along with the benefit of automatically receiving payment(s) deposited in your bank account, you can expect a sense of security knowing payments are safe, reliable and faster than a paper check. ACH payments also provide remittance data to help you do your accounting and reconcile payments against outstanding invoices.

We appreciate your cooperation in taking this required step with us. Click the link <https://fiscal.treasury.gov/files/forms/3881.pdf>, to fill out the ACH VENDOR/MISCELLANEOUS PAYMENT ENROLLMENT FORM - SF 3881. Please complete the form and return it to your federal paying agency. The Bureau of the Fiscal Service will be frequently checking payment records and working with your payment agency to determine your compliance, so we strongly encourage you to take this action immediately. We look forward to your continued support to implement this step. For any questions or for further information, please contact your federal agency representative.

Sincerely,

A handwritten signature in black ink that reads "Brett Smith". The signature is written in a cursive, slightly slanted style.

Brett Smith,

Director, EFT Strategy Division  
Payment Management