

# PAYMENTS AUTOMATION (PA) INFORMATION FORM

Client Name \_\_\_\_\_

## PA Accounts

Name \_\_\_\_\_

Title \_\_\_\_\_

Direct Email \_\_\_\_\_

Cell Phone<sup>1</sup> \_\_\_\_\_ Direct Phone<sup>2</sup> \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Direct Email \_\_\_\_\_

Cell Phone<sup>1</sup> \_\_\_\_\_ Direct Phone<sup>2</sup> \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Direct Email \_\_\_\_\_

Cell Phone<sup>1</sup> \_\_\_\_\_ Direct Phone<sup>2</sup> \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Direct Email \_\_\_\_\_

Cell Phone<sup>1</sup> \_\_\_\_\_ Direct Phone<sup>2</sup> \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Direct Email \_\_\_\_\_

Cell Phone<sup>1</sup> \_\_\_\_\_ Direct Phone<sup>2</sup> \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Direct Email \_\_\_\_\_

Cell Phone<sup>1</sup> \_\_\_\_\_ Direct Phone<sup>2</sup> \_\_\_\_\_

Authorized By \_\_\_\_\_ Authorized Date \_\_\_\_\_

<sup>1</sup> Cell phone for Multi-Factor Authentication. Each time you log into Paymerang a code will be sent to this phone number. (Required to receive code via text)

<sup>2</sup> Direct dial number is only available as a secondary option to receive security code via voice call.

## For Reference

This form is to be completed for users in the current Paymerang platform. This information is required to transition existing users to the new PA platform. If additional users need to be added please contact your Client Account Manager.

MFA will replace the security tokens used in the current Paymerang platform. MFA will be required to log into the new PA Platform. Security tokens will only be needed when accessing the old PA Platform.

## Multi-Factor Authentication

- The security and authentication tool for Payments Automation platform

## Security Token

- Only supports existing platform