

## E-Remittance Program

### Payment Remittance Email Notification Sign up Form

Fill out this form to receive email messages for payment remittance information. The E-Remittance system allows up to two (2) vendor emails to receive emailed remittance information. Emailed remittance information is sent on or up to three (3) days in advance of the actual pay date.

FILL OUT THE FOLLOWING INFORMATION
------------------------------------

Vendor Number:

Vendor Name:

Name of Person Filling Out Form:

Title

Phone Number:

Email Address:

Vendor Primary email for E-Remittance:

Vendor Secondary email (if applicable):

**SUBMIT:**

If experiencing difficulty with the "Submit" button, please copy and paste the form information and email the information to: [ra-pscsrportal@pa.gov](mailto:ra-pscsrportal@pa.gov)

Allow 3-5 business days for processing of E-Remittance form. E-Remittance emails will be initiated within two (2) weeks once the E-Remittance form is processed.