



BOROUGH OF MOUNTAIN LAKES

LISTED IN NATIONAL AND STATE REGISTERS OF HISTORIC PLACES

Finance Department
Jennifer Semler, CFO
jsemler@mtnlakes.org

400 Boulevard
Mountain Lakes, NJ 07046
P -973-334-3131 ext .2008

ELECTRONIC VENDOR PAYMENTS

To: All Vendors & Contractors:

The Borough of Mountain Lakes is transitioning to an all-electronic method of paying its vendors and contractors via an Automated Clearing House (ACH) funds transfer.

Electronic funds transfer is more secure, efficient & environmentally sustainable than printing accounts payable checks and may reduce the time it takes to receive payment.

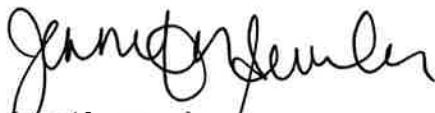
Please complete the attached enrollment form and email it to:
accountspayable@mtnlakes.org, with the Subject line, ACH ENROLLMENT.

In addition to the ACH form mentioned above, we require a voided check or bank letter on bank letterhead. If including a bank letter, it must include the following:

- Bank Name
- Account Name
- Account Number
- Bank Routing Number
- Bank Contact Person

If you have any questions on enrollment, you may email them to accountspayable@mtnlakes.org or call 973-334-3131, ext: 2010.

Thank You


Jennifer Semler,
Chief Financial Officer