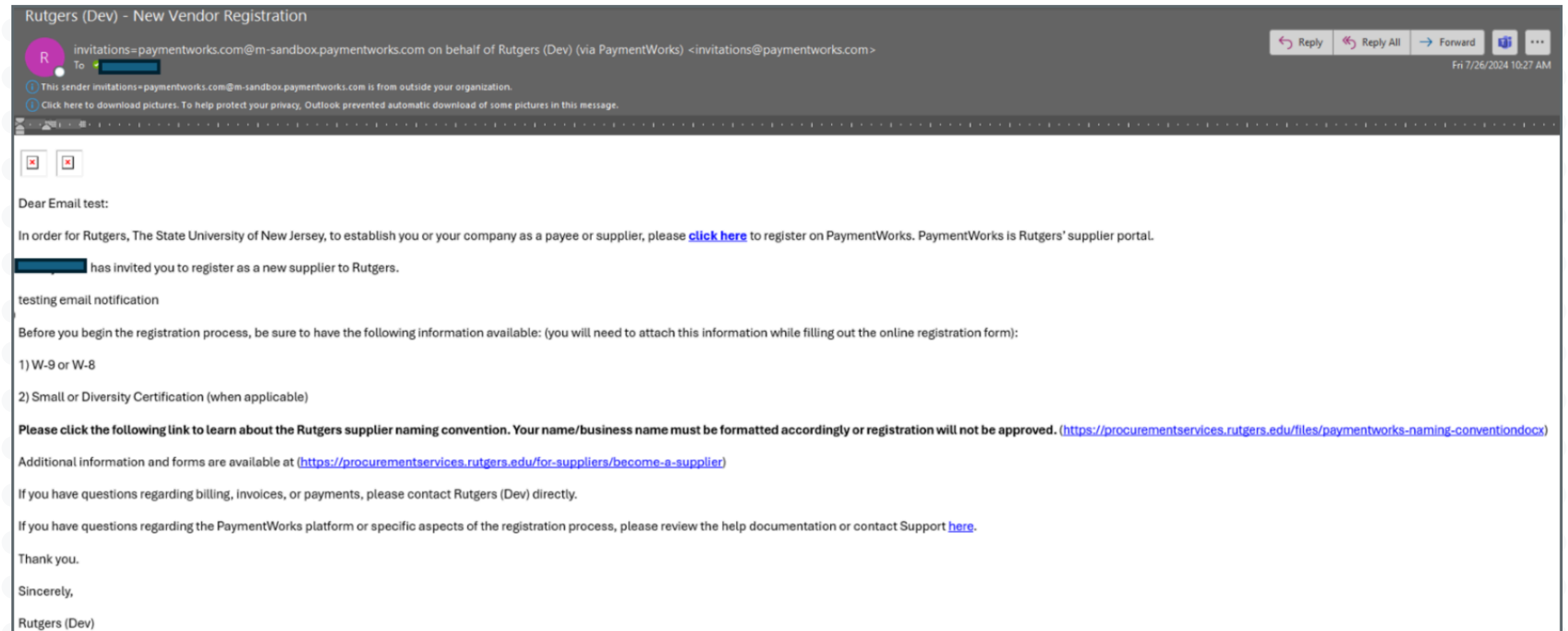


Paymentworks Invitation Email to Supplier

Below are the various emails a supplier will receive during the Paymentworks invitation/registration process.

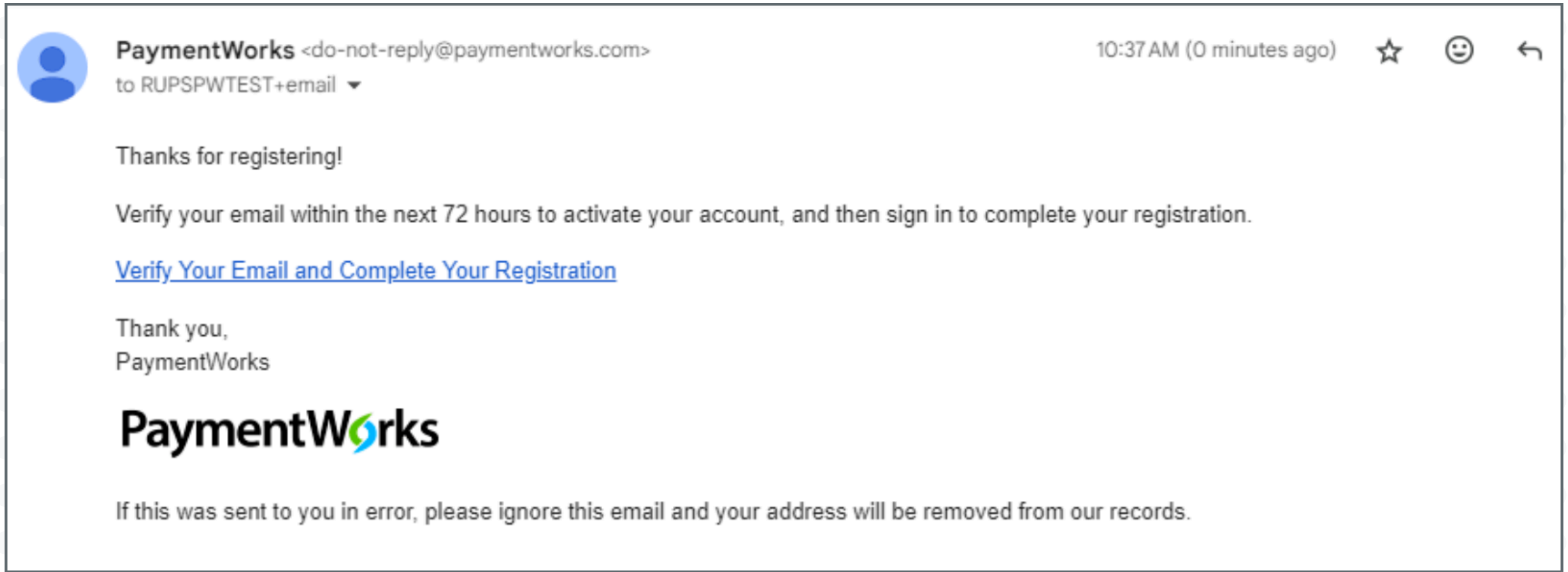
Sometimes, these emails route to the Spam or Junk folder, please alert the supplier of this.

- The first email to the supplier is the Invitation to setup their Paymentworks account with user ID and password from invitations=paymentworks.com@m-sandbox.paymentworks.com; on behalf of; Rutgers (Dev) (via PaymentWorks) invitations@paymentworks.com:



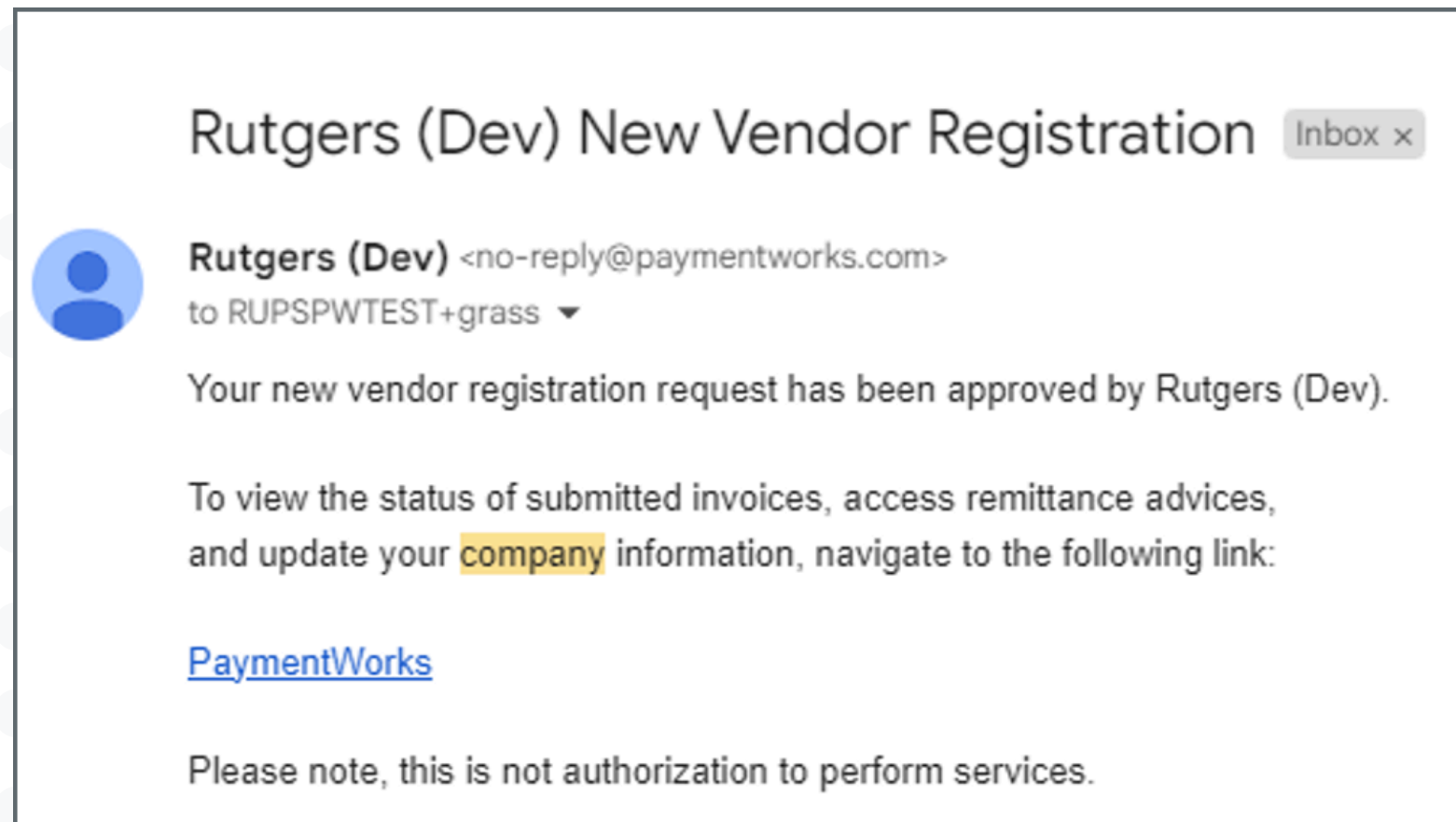
Paymentworks Invitation Email to Supplier

- Once the account is set up, the supplier will receive the email below to complete their registration from do-not-reply@paymentworks.com:



Paymentworks Invitation Email to Supplier

- Once registration is complete :



Additional Training Material:

For the Vendor/Supplier:

- [Completing Your Registration](#)
- [Payee Help Center](#)

Additional Resources:

- [PaymentWorks Contact Support](#)

On the University Procurement Website:

- [Become a Supplier](#)