

Dear Valued Supplier,

The University of Michigan is partnering with American Express to streamline our Accounts Payable payment process. As one of the University's valued suppliers we are pleased to invite you to participate in this initiative that will streamline our payment process.

We are collaborating with American Express to implement a virtual card accounts payable program named Synaptic by Paygenus. This technology will allow us to make electronic payments to you through American Express upon receipt of your invoices for goods/services. There are several key advantages for you to use Synaptic as your new form of payment:

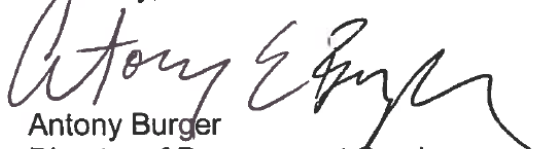
- Faster payment with net 15 terms on receipt by the university of non-discrepant invoices.
- Automated, secure payment processing with email notification of payment and remittance detail
- Reduction in billing and collection costs by moving to electronic payment
- Elimination of paper check processing/posting and lost checks
- Secure payment method using the AMEX Virtual Card through Paygenus for payment

Enrollment in the Synaptic program is simple. Contact PAYGENUS (Synaptic Enrollment Team) directly at 866-410-4933 or suppliers@paygenus.com at any time. The enrollment process is easy as it can be completed in less than 15 minutes. If you are an existing American Express Merchant, please be ready to provide your merchant account number.

Should you choose not to make use of this service the most current University default payment terms and method shall apply to payments.

On behalf of everyone in Procurement Services at the University of Michigan, I want to thank you for supporting this initiative. If you have any questions for us, please refer to our Procurement Services webpage for Supplier Basics and review the Payment Terms and Methods tab at <http://procurement.umich.edu/supplier-resources/supplier-basics> or you may contact us by email at procurement.services@umich.edu.

Sincerely,


Antony Burger
Director of Procurement Services