Dear Valued Vendor:

Please be advised that the State of Mississippi has a policy requiring all vendors be paid via the PayMode® electronic payment solution. PayMode enables the State to send electronic payments and remittance information to our vendors, suppliers, and other valued business partners.

**Please note that you will receive a paper check for the first 60 days as a vendor. After that point, you will no longer receive payments from the State of Mississippi until you enroll in Paymode.**

By enrolling in PayMode today:

* You will receive your payments faster.
* You will reduce the time and expense of receiving, posting, and reconciling payments.
* There is no special software to install and changes to your bank account are not required.
* You can enroll online in less than 10 minutes.
* This payment method eliminates the chance of lost checks.

Please enroll today by logging onto the State of Mississippi’s link to PayMode at:

[**www.bankofamerica.com/paymode/mississippi or call 1-866-252-7366**](http://www.bankofamerica.com/paymode/mississippi%20or%20call%201-866-252-7366)

If you have any questions, please contact Sherriel Moore at 601-432-6739 or [smoore@mccb.edu](mailto:smoore@mccb.edu)

Sincerely,

Andrea Mayfield, Ph.D.   
Executive Director   
Mississippi Community College Board