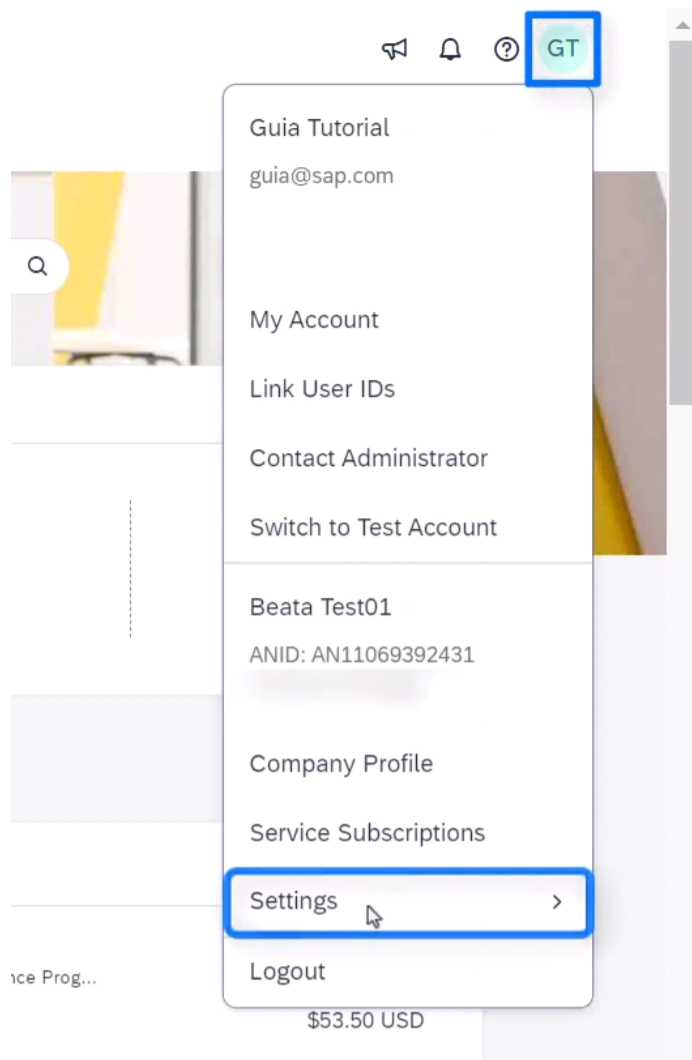
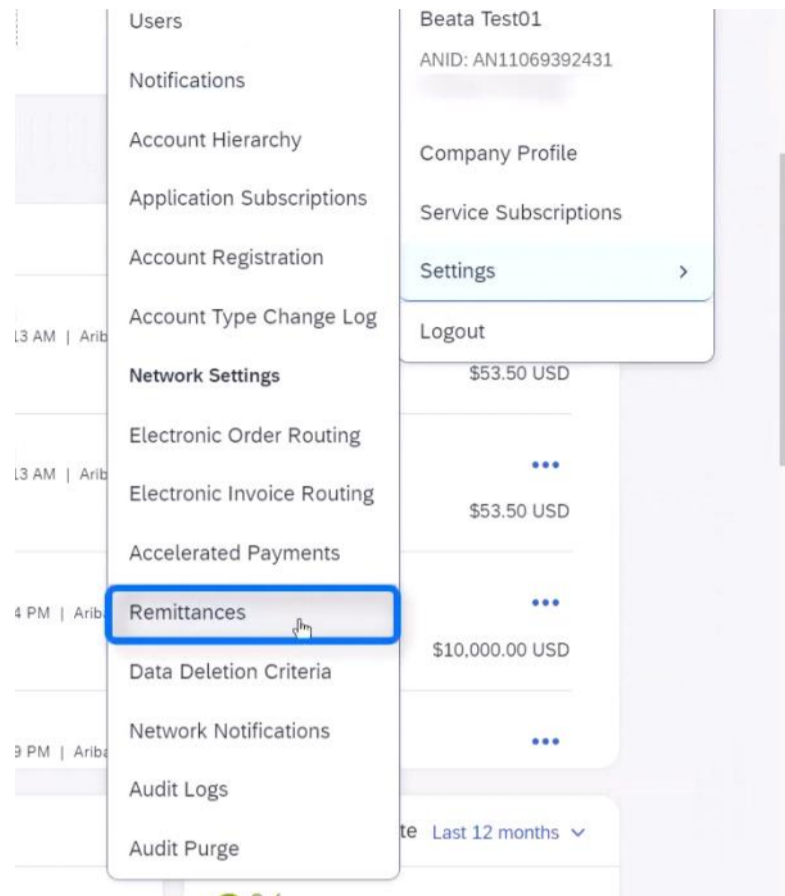


Removing a Contact from Remittance Address



1. [Log in to your account.](#)
2. Click your initials on the top right of the screen, followed by "Settings," then "Remittances."



3. If you have multiple Remittance Addresses, please select the default address, or the address you will use to transact with LAUSD.
4. Click "Edit."

[Electronic Order Routing](#) [Electronic Invoice Routing](#) [Accelerated Payments](#) [Settlement](#) [Data Deletion Criteria](#)

* Indicates a required field

[Set up early payments auto-acceptance rule](#)

EFT/Check Remittances

Address ↑	City	State	Country/Region	Default
<input checked="" type="radio"/> 123 Main St	Pittsburgh	PA	United States	Yes
<input type="radio"/> 789 Side St	Pittsburgh	PA	United States	No

[Edit](#) [Delete](#) [Create](#)

Edit Remittance Address / Payment Info

Edit your remittance address. Indicate your preferred payment method for the new address. Then, update information for customers about payment methods you support. Review your information carefully.

Do not enter personal bank account information. Enter only corporate bank details.

* Indicates a required field

Remittance Address

Address 1: * 123 Main St
Address 2:
Address 3:
City: * Pittsburgh
State: * Pennsylvania [US-PA]
Zip: * 15222
Country/Region: * United States [USA]
Contact:
 Make this address default
 Factoring Service ⓘ

5. Use the drop-down menu on the Contact field and select "Select Contact."
6. Click "OK."
7. Click "Save."