






## FAQ: HOW DO SUPPLIERS CHANGE THEIR PAYMENT PREFERENCE?

### *Step 1: Choose a Payment Method*

 <b>MASTERCARD</b> Mastercard is our most popular, fastest and secure e-payment method. <ul style="list-style-type: none"><li>✓ Get payments by email within one business day after payment approval</li><li>✓ Transactions monitored 24/7 by AvidXchange</li><li>✓ Receive a one-time use, virtual Mastercard through a variety of delivery options</li></ul> Fees from your merchant account may apply.	 <b>AVIDPAY DIRECT</b> AvidPay Direct is our enhanced Direct Deposit option. <ul style="list-style-type: none"><li>✓ Get payments within three business days after payment approval</li><li>✓ Transactions monitored 24/7 by AvidXchange</li><li>✓ Funds deposited directly to your bank account</li></ul> Variable transaction fees will apply.	 <b>CHECK</b> Paper checks are delivered by First Class USPS. <ul style="list-style-type: none"><li>✓ Get payments within 7-10 business days after payment approval</li></ul>
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### *Step 2: Contact AvidXchange Supplier Support Team online or by telephone.*

*Online case*    <https://www.avidxchange.com/supplier-care/>

*Telephone:* (704) 971-8170

### *Step 3: AvidXchange will reach out to you to discuss your payment options and verify your preferences.*

*For other FAQ's, go to [AvidXchange FAQs](#)*