

REQUEST FOR ELECTRONIC PAYMENTS

Norfolk Southern is now offering *Direct Deposit* to all vendors. This method of payment will electronically deposit payment for goods and services in the bank of your choice. Norfolk Southern can provide you detailed payment details (just like you receive on your paper check) via email *or* fax. You can also choose to have your bank provide you the remittance detail. However, you should check with your bank as to the particular method of notice and detail given by your bank.

If you are interested in receiving your payments from Norfolk Southern electronically, via the ACH (Automated Clearing House) format, please complete the following information and return to:

Norfolk Southern – Accounts Payable
110 Franklin Road SE – Box 32
Roanoke, VA 24042-0032

Or fax the completed form to NS at
fax # 540-855-6441

Vendor Name: _____
Note: This must be the same as it would appear on your bank account.

NS Vendor Number(s): _____
Seven-character code found on check stub in upper right corner next to the date.

Contact Information:

Name: _____
Phone: _____
Fax: _____ Email: _____

Remittance Detail:

Choose *only one* of the following:

- Sent by bank through the method(s) that they select (known as CTX)
 Sent by Norfolk Southern (known as CCD+) via fax ***or*** email

Banking Information:

Bank Name: _____ Type of Account: Checking Savings

Routing/ABA Number: _____
(9 Digits – all numbers)

Your Account Number: _____
(All numbers)

Authorized by (Please Print): _____

Signature: _____

Title: _____

Feel free to call your Norfolk Southern ACH Coordinator at 540-981-5872
Or email us at ACCTAPEDI@nscorp.com.