

**Enrolling for ePayments or Updating Banking Information – North America**


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We encourage our suppliers to use electronic funds transfer (EFT) to receive timely invoice payments.

- Suppliers must complete and sign the applicable banking form and eMail to CPNAVMG@COLPAL.COM
- The required EFT form is dependent upon the location of the vendor's banking institution.

Operating Entity	Required Form	
	Domestic Bank	Foreign Bank
Colgate-Corporate Colgate-Palmolive – US Company Colgate Oral Pharmaceuticals	Colgate ACH: USA Banks	Wire Transfer: Non-USA Bank
Colgate Canada	EFT: Domestic Suppliers	EFT: Foreign Suppliers
Hill's USA	Hill's ACH: USA Banks	Wire Transfer: Non-USA Bank
Hill's Canada	EFT: Domestic & Foreign Suppliers	

- **ACH (Automated Clearing House)**  
Allow a minimum of 5 business days for a pre-notification test performed between the banks before the first invoice payment transmission.
- **EFT (Electronic Fund Transfer)/ Wire Transfer:**  
**Note:** Allow a minimum of 10 business days for a pre-notification test performed between the banks before the first invoice payment transmission.
- Required Forms can be found at <http://www.tungsten-network.com/colgate-na/>
- Once the appropriate banking form is submitted, the information is validated, and our records will be updated by our Vendor Master Governance process.

**IMPORTANT NOTES:**

- Colgate/Hill's/ Tom's of Maine North America only allows one payment point per vendor record. Any invoice received with remittance/ bank information that is different from the information on our vendor master record will require review and approval as part of our Vendor Master Data Governance process.
- To prevent funds being transmitted to a closed account, the vendor is responsible for notifying us of any change to its banking information.