



June 8, 2016

TO: Texas A&M AgriLife Business Administrators

SUBJECT: iPayment Access Request

Please forward to appropriate staff.

Texas A&M AgriLife is in the process of implementing the new iPayments solution, which will provide departments with an online system for accounts receivable, interdepartmental transfers (IDTs) and cash deposit transactions. We anticipate beta testing in July and will be able to provide the full implementation schedule at that time. In order to ensure we import users with the correct access to the new system, we are asking that all users complete the attached form and return it to Banking & Receivables no later than June 16th.

The attached form will allow for individual users to have access to multiple departments across multiple agencies. In the section 'Department Access,' please be sure to list each 06/07/20 department and each 'other member' department the individual may need access to. Please note that users may receive a similar request from TEES and TAMU. They only need to complete this form once for all of their access.

Please email completed forms to agcash@ag.tamu.edu by June 16th.

Should you have any questions contact, Gwen Tucker, Banking & Receivables, at gktucker@ag.tamu.edu or 979-862-2245.

Texas A&M AgriLife Administrative Services | <http://agrilifeas.tamu.edu>