

INVOICE PAYMENT PROCESS

FOR VENDORS

SEND INVOICES TO ONE LOCATION



Accepting Electronic Invoices

EMAIL

AccountsPayable@nlesd.ca

MAIL

NLESD Accounts Payable
95 Elizabeth Avenue
St. John's, NL A1B 1R6

Sign up for Direct Deposit / Electronic Funds Transfer EFT

If you are not already receiving payments deposited directly into your bank account, complete the direct deposit form enclosed.

INCLUDE REQUIRED INFORMATION ON YOUR INVOICE

View accounts payable invoice requirements
and download a direct deposit application form at:

www.nlesd.ca/business