

Payment Options

coleintl.com

Flexible payment options to fit your needs

Limited, inflexible payment options that don't fit with the way you do business can cause frustration and delays in getting your shipment underway. That's why Cole International offers a variety of payment methods including Electronic Funds Transfer (EFT), online bill payment, wire payments, cheques and cash. We're registered with all major chartered banks for EDI payments.

To streamline the payment process even further, you can register Cole International as a payee with your financial institution's online banking system for electronic payments. If another payment option suits your business better, let us know. We'll do everything possible to accommodate your needs.



Service Features

Variety of standard payment methods, including:

Electronic Funds Transfer (EFT)

- Electronic transfer of funds that allows you to pay our invoices quickly
- As an EFT is subject to a brief settlement period (usually 48 hours or less), payment must be made a few days before the actual due date
- Fees, if any, are usually nominal

Wire Payment

- Electronic transfer of funds with no settlement period
- Typically incurs substantial fees

Instructions for completing EFT or wire payments:

1. Obtain a copy of our banking details from your Cole International account representative
2. Complete the payment to Cole International's Canadian or US account according to the currency indicated on your invoice(s)
3. Obtain a copy of the payment confirmation and send it to your account representative by email or fax along with the details of the invoice(s)

Online Bill Payment

- A direct transfer of funds from one financial institution account to another
- Cole International is currently registered with the following banks: Scotiabank, CIBC, RBC, BMO, TD and ATB. We are not registered with any credit unions as this time.

 **Cole**
International®

Instructions for completing online bill payments (One-time set-up):

1. Log in to online banking
2. Access bill payments and select Bill Payment Maintenance (specific wording may vary)
3. Select Add Payment Account or Add a Payee
 - Choose All Categories (Type of Payment) > All Provinces > Company Search
 - Enter Cole International
 - Select and save
4. Enter your Cole International account number (located on your invoice as customer or client number)

Making a payment

1. Select Cole International from your list of payees
2. Select account from which payment is to be made
3. Enter dollar amount
4. Submit, confirm dollar amount and payment date, and send

Cheques, Bank Drafts & Money Orders

- Payment must be made in the currency indicated on the invoice (CDN or USD)
- If you have not yet established credit with Cole International, payments over \$1,000 must be certified cheques, bank drafts or money orders
- Please list your Cole International invoice number(s) on cheques, bank drafts and money orders or include a payment remittance with your payment

Cash

- All Cole International locations accept cash for payment of our invoices
- Payment must be made in the currency indicated on the invoice

Credit Card

- For smaller businesses or individuals who do not import regularly, we will accept credit card payment for your one-time shipments to expedite shipping
- Simply request our credit card form from your Cole International account representative, complete and sign the form, and return it via fax or email for immediate processing
- Please note: Cole International charges a 4% fee for this service
- Customized payment methods

Benefits

- Flexible and varied payment options
- Registered with all major chartered banks for EDI payments
- Option to set up other accepted payment methods

For more information please contact your Account Representative.