

## Mandatory Acceptance Letter

[Date]

Dear Vendor:

Our management firm has recently initiated a program to consolidate all vendor relationships and implemented a corporate-wide program to use Visa® CIDcash Purchasing cards for the majority of transactions. As part of these efforts, we are giving preference to suppliers who will help us to reduce costs and maintain a more streamlined and cost-efficient payment process. A major factor in determining these relationships will be your ability to accept Visa cards.

The benefits of card acceptance to your company include:

- Receipt of payment within 1–3 days.
- Reduced payment-processing costs, which can average \$100 per transaction, and less need for extensive follow-up on collections.
- Enhanced relationships with existing board of directors and a great way to share transaction information, adding incremental volume while sharpening your competitive edge.

We would like you to remain a preferred vendor. Please contact your financial institution's Merchant Services department and ask about Visa card acceptance. For more information, visit the Visa CIDcash Web site at [www.cidcash.com](http://www.cidcash.com) or call 1-877-243-2216 for a merchant account if you are not Visa Ready.

Sincerely,

[Corporate Purchasing Contact Name]