



**Special Projects Group, Inc.**  
**1200 Northbrook Pkwy, Suite 120**  
**Suwanee, GA 30024**  
**678-417-8500**

Special Projects Group is looking to optimize our vendor payment process by transitioning payment methods from physical checks to ACH (Electronic Direct) payments.

In order to accommodate quicker payment via ACH for your company, we request your support in providing the below information:

Company Name	
Bank Name	
ABA(Routing) Number	
Account Number	
Account Type	
Remittance Detail Email Address	
Recent Invoice Number issued to SPG for verification purposes	
Contact Name	
Contact Phone Number	

Your support is greatly appreciated to help SPG provide your company with a better, more efficient payment option.

You may be contacted to confirm the information contained in this form. Complete and return to SPG via mail to the address listed above, attention Accounting. Please contact our office with any questions.