

Client Payments Guide for Andrew Atkinson Consulting

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Question: I'd like to provide a pre-payment or I've received an invoice, how do I pay Andrew?

Please pay using a U.S. based funding entity, via ACH. ACH payments have low or no fees compared with Credit Cards, Stripe, and Paypal. To facilitate this we can use one of several payment systems that integrate bank account information so that we don't need to manually exchange account details.

- If your team uses [Gusto](#), [Ramp](#), or [Airbase](#), these make onboarding easier since I can provide tax document information and ACH bank account information. Ramp has an [Upload an invoice](#) guide that may be useful.
- I also set up [Melio Payments](#). I've linked my bank account using their Plaid integration. Melio is limited to the U.S. Melio can be used for ACH payments.

Melio Payments support a guest checkout option if you don't wish to set up an account.

View this help center page:

https://melio.zendesk.com/hc/en-us/articles/4416051471644-Paying-a-vendor-at-their-request#h_e575d88f6b

- If you'd prefer to use [Bill.com](#), this is another option that supports ACH payments.
- Finally, if none of those are in place, then I'll send a **secure 1Password link with a time expiration and with limited access**. You'd then access the bank account information and add it to your payroll system.

I would appreciate you sending me an email letting me know when you've sent a payment! I can make sure it shows up, and that I can attribute it to your company, since sometimes payment information doesn't have company info.

Taxes

I can send you a W-9 document with my taxpayer verification and identifier (SSN). Or if you use a service like Gusto, this is super slick and integrates W-9 and ACH payment info, and I can provide you a fillable W-9 document for your records directly through Gusto.

Are payments from outside the U.S. accepted?

Unfortunately I'm not able to accept payments from outside the U.S. generally. I'm not able to absorb the significant fees involved in international wire payments.

With that said, if we enter an engagement that's long-running, and if the client is able to absorb the international payment fees, then we could consider an exception. Please email for confirmation of this. Otherwise I'll assume you've able to pay from a U.S. based payment source.

Are payments acceptable by mail and paper check?

Paper checks are not acceptable as a form of payment. Please configure a form of electronic payment that we can use so that we have better visibility in both directions about payments.