



Office of the State Controller

OFFICIAL MEMORANDUM

TO: 2017 E-Commerce Conference Registrants

FROM: Michael Euliss, Director of Training

SUBJECT: 2017 E-Commerce Conference - CMCS Transfer

If you are paying by electronic transfer, please follow the instructions below:

- **NCAS agencies:** Use IGO vendor number 566000756-10. For the cash management transfer, **in the description or remit message line you must include the following for proper processing:**
 - Attendee full name
 - Attendee confirmation number
 - Reference 2017 E-Commerce Conference

- **Non-NCAS agencies paying through CMCS:** Use department code 6030 for payment. In the description or remit message line you must include the following for proper processing:
 - Attendee full name
 - Attendee confirmation number
 - Reference 2017 E-Commerce Conference.

- **Payment must be received by April 12, 2017** or your registration will be cancelled.

If you have questions, please contact Jan Prevo at jan.prevo@osc.nc.gov or 919-707-0714.

We look forward to your participation in the conference, and thank you for your service to our State.