OSRAP MEMORANDUM 14-22

TO: Fiscal Officers
ISIS Agencies

FROM: Afranie Adomako, CPA
Director

SUBJECT: Agency Account numbers coded on Bellsouth Telecommunications Payments

Agencies paying Bellsouth Telecommunications, vendor number ending 6120 location 18, should code their 13 character account number in the ISIS Purchase Order (PO) Description field. Please do not use spaces or dashes when coding this 13 character account number. See example below.

This change is being implemented to help AT&T match your invoices in the AT&T accounting system for Electronic Vendor Payments (EVP).

If you have any questions regarding this memo, please call the OSRAP Help Desk at 225-342-1097 and ask for James or email OSRAP-EVP@LA.gov

AA:jbl