



FRONTIER COMMUNICATIONS

Quick Reference

Summary

The State of Wisconsin will begin paying Frontier Communications via ACH in an effort to minimize account application errors and overall time committed to these accounts. The following will need to be used to make payments via ACH:

Supplier ID: **0000001547**

Location ID: **LOC-5**

Address ID: **5**

ACH payment Location/Address have been made the default for this supplier. All efforts should be made to use the default address.

Definitions

Examples of how the Frontier Account Number may be entered into the STAR voucher Invoice Number field.

- To avoid payments rejecting and to ensure proper posting, you must include in the 17-digit account number, excluding the dash or hyphen.

60826612330123456

- You may include the billing date after the account number to create a unique Invoice Number if needed. AccountNumber_MMDDYY

60826612330123456_083123

Example of how a Frontier Communications Account Number may be presented on an invoice.

Bill from Frontier:

		STATE OF WI	Page 1 of 4
Your Monthly Invoice			
Account Summary			
New Charges Due Date		9/11/23	
Billing Date		8/16/23	
Account Number		111-111-1111-11111-1	
PIN			
Previous Balance		92.34	
Payments Received Thru 8/03/23		-92.34	
Thank you for your payment!			
Balance Forward		.00	
New Charges		91.86	
Total Amount Due		\$91.86	



Frontier Communications ACH Payment Quick Reference

State Controller's Office

Procedures/Steps

STAR Voucher Entry:

Invoice Information tab

Enter the following Supplier Information: Supplier ID: **0000001547**
Location ID: **LOC-5**
Address ID: **5**

1. Enter the **Frontier** Account Number as the **Invoice Number** on the voucher.
2. Please **ATTACH** a copy of the invoice to the voucher.

Payment Tab

3. Enter the Account Number and the Billing Date in the **Payment Message field**.
4. Verify the **Separate Payment** box has been checked (it should default as checked)

All other aspects of voucher entry would be the same as normal.