

## STATE CONTROLLER'S OFFICE - BULLETIN 02-15-2019

Wisconsin Department of Administration - Division of Executive Budget and Finance

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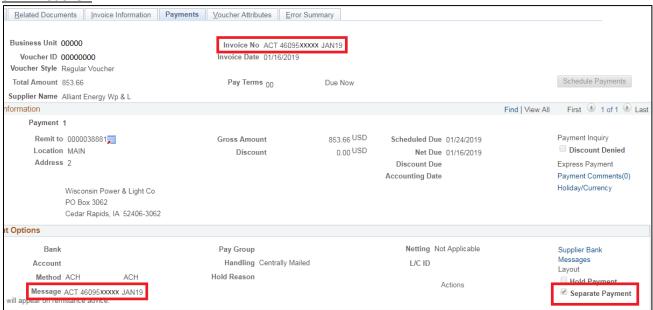
### **ACH Payments to Alliant Energy**

Recently, numerous ACH Payments to Alliant Energy Supplier ID 0000038881 have been refused by the supplier. They have been unable to allocate the funds to the proper accounts. To minimize confusion, please follow the standard formatting conventions outlined below. Also note **Alliant Energy has authorized ACH payments for Alliant Energy utility bills (gas and electric energy service)** ONLY. Invoices for other types of Alliant services SHOULD NOT be paid via ACH.

#### **Bill from Alliant:**



#### **STAR Voucher:**





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The invoice number must begin with ACT, followed by the account number, then the month the services were provided. In the example above, the bill date was January 16<sup>th</sup> 2019, therefore JAN19 was used to indicate service dates.

- 1. The final invoice number format is therefore: ACT 46095XXXXX JAN19
- 2. The same invoice number should also be used in the Payment Message field.
- 3. Finally, the voucher <u>MUST</u> be flagged as a Separate Payment. Alliant's system is not capable of allocating consolidated payments received from the State to individual agency accounts.

If you have any questions or concerns regarding these procedures, please contact Eric Wittwer at eric.wittwer@wisconsin.gov.