



# Waste Connections Accounts Payable FAQ

## 1. Where are Waste Connections invoices processed?

Waste Connections Accounts Payable follows a decentralized model. Each operating location is responsible for processing invoices for services they initiated or goods they purchased.

## 2. Where do I send my invoice?

Invoices should be sent to the Waste Connections operating location with which you are doing business. Said operating location is responsible for verifying the purchase(s) and/or service(s), along with processing the invoice(s) for payment.

## 3. What are the standard payment terms for Waste Connections?

The standard payment terms for Waste Connections is 70 days.

## 4. What payment options does Waste Connections provide?

**Check** – Vendors choosing to receive a check as their payment will be given 70-day payment terms.

**ACH/EFT** – This is the option to have a payment deposited electronically to the bank. Vendors choosing this option will be provided 70-day payment terms.

**ActivePay** – This is a dedicated card program where payments will be loaded to a Visa card number and the card number is processed for payment. Vendors choosing this payment option will be given 45-day payment terms.

Please see the menu for detailed descriptions of each program.

## 5. Who do I contact to get a Purchase Order number?

Please contact the local Waste Connections site or person that originated the purchase(s) and/or service(s).

## 6. Who do I contact if I have a question about the status of an invoice?

If you are unable to locate the information needed in the vendor portal, please contact the local Waste Connections site or person that originated the purchase(s) and/or service(s). If you have not received a timely response, please email [accounts.payable@wasteconnections.com](mailto:accounts.payable@wasteconnections.com).

**7. Where should I send changes to our vendor information?**

Please contact the local Waste Connections site or person that originated the purchase(s) and/or service(s).

**8. Who do I contact if an invoice shows as paid but funds have not been received?**

Please contact the local Waste Connections site or person that originated the purchase(s) and/or service(s).

**9. How do I obtain a copy of a 1099?**

Please contact the Waste Connections Corporate AP Department at [accounts.payable@wasteconnections.com](mailto:accounts.payable@wasteconnections.com). If you know your vendor number, please include that in your email.