



## Commercial Customer ACH Remittance Payment Instructions

### Introduction

At DISH we are committed to improving the customer experience for our partners. To that end, we support electronic payments because they are smart, efficient, and can benefit both of our organizations. Electronic payments ensure timely and automated posting of payments to your account and streamlines and simplifies the payment process. This guide includes detailed electronic payment requirements to ensure the proper crediting of payments to your account.

### DISH requires ACH payments in the CCD+ or CTX format; CCD+ is the preferred method

CCD+ will allow you to reference one account number in your remittance detail to pay a single DISH account. This leaves the least room for error and is our preferred method. CTX format will allow you to reference multiple accounts, if applicable, and their corresponding amounts, in your remittance. Payments received in the incorrect format may experience delay in processing possibly causing account delinquency and could be returned if sufficient information is not provided to identify your account. Testing setup of ACH transactions to ensure DISH properly receives the ACH information is available with a minimum payment size of \$1.01. You may send remittance information via email to ACHNotification@DISH.com. This is not a replacement for the addendum; it is only a backup in case of a posting error.

### How your DISH account works

DISH uses a rolling balance type system where each statement you receive is dependent on the activity related to the previous one. As DISH receives payment, funds are posted to your account paying off the past due balances first. Due to the way DISH bills, it is essential to remit by **16 digit DISH account number (NO SPACES)** to prevent posting errors. Your account number and balance due can be identified on your Statement of Service. Please see an example below:

### Statement of Service

DISH NETWORK \*0000011  
DEPT 0063 PALATINE IL 60055-0063  
8225 1000 RT RG 14 10182012 NNNNNYYY

TEST  
PO BOX TEST  
VENDOR #1234  
LITTLETON CO 80112-1234

Billing Date:  
Account Number:  
Hierarchy ID:

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October 18, 2012  
**8255 22 001 0012345**  
TESTPCO

**\*DO NOT ENTER SPACES\***

### Account Summary

Please see reverse side for account details.

Previous Balance	\$ 985.99
Payment(s)	-400.00
Leaf Charges	1784.40
<b>Balance Due</b>	<b>\$ 2,370.39</b>
Payment Due Date	11/07/12



## DISH bank account information

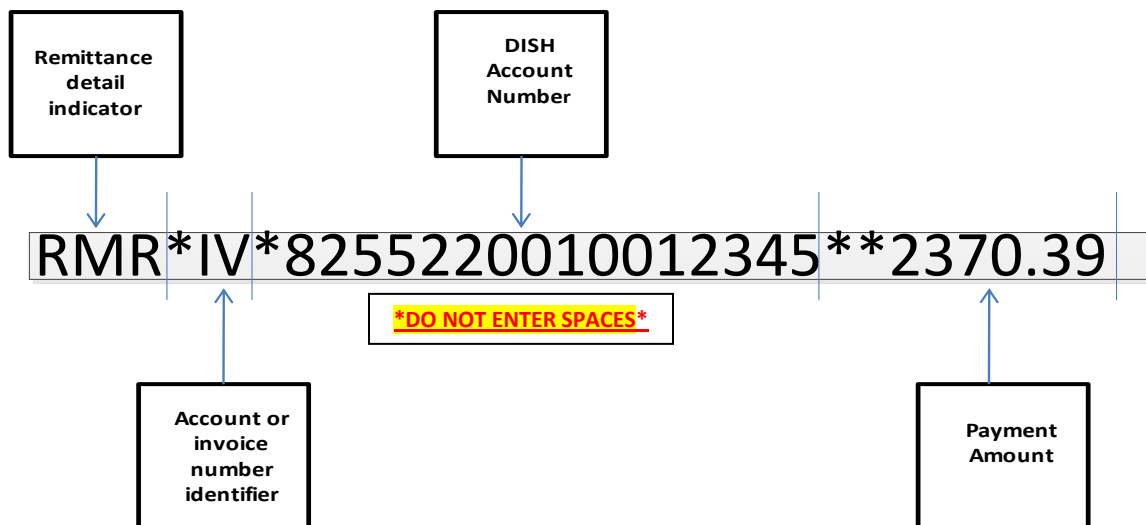
<b>Bank:</b> BNY Mellon 500 Ross Street Pittsburgh, PA. 15262	<b>Name:</b> DISH Network LLC Tax ID: 84-1328967 PO Box 94063 Palatine, IL 60094-4063	<b>Routing Number:</b> <b>021052053</b>	<b>Account Number:</b> <b>58662450</b>
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## CCD+ addenda instructions

Include the remittance advice identifier segment **RMR\*IV\*** your **16 digit DISH account number (NO SPACES)** and **payment amount**.

### Example of format

**RMR\*IV\*8255220010012345\*\*2370.39\**



*Please contact the following with any questions or to track your payment.*

DISH Network Commercial Services Center

**Phone:** 800-454-0843

**Email:** [CommercialAR@Dish.com](mailto:CommercialAR@Dish.com)

### *Additional resources:*

National Automated Clearing House Association (NACHA)

**Phone:** 703-561-1100

**Email:** <http://www.nacha.org/>

## CTX addenda instructions

### 820 payment order/remittance advice setup

This standard contains the formatting and establishes the data contents of the Payment Order/Remittance Advice Transactions Set (820) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to make a payment and send attached remittance advice for applications. The remittance advice is sent to DISH from DISH's bank to automatically apply valid remittance to customer's accounts in a timely manner.

### EDI 820 transaction set requirements

The remittance advice that is provided using the EDI 820 Transactions Set can be sent using several different versions. It is recommended that the customer use version 4010. This version will allow the smoothest transition of information and ensure proper processing. DISH can accept any version made available by your financial institution, however, the reformatting that must occur when using a different version type could possibly lead to unnecessary errors in processing that will prevent the smooth flow of the ACH information.

### NACHA addenda (705) record

Segment Description	Addenda Values	Description of Addenda Detail
<p>The ISA is a mandatory segment that represents details about the sender and receiver</p> <p>The ISA is part of the "envelope" or wrapper that surrounds the payment data</p>	<p>ISA*</p> <p>00*</p> <p>*</p> <p>00*</p> <p>*</p> <p>01*</p> <p>TRADINGPARTNER *</p> <p>01*</p> <p>DISH NETWORK *</p> <p>YYMMDD*</p> <p>HHMM*</p> <p>U*</p> <p>00401*</p> <p>000000103*</p> <p>0*</p> <p>P*</p> <p>&gt;</p> <p>\</p>	<p><u>Interchange Start</u>: ISA</p> <p><u>Authorization Information Qualifier</u>: 00</p> <p><u>Authorization Information</u>: 10 blank spaces</p> <p><u>Security Information Qualifier</u>: 00</p> <p><u>Security Information</u>: 10 blank spaces</p> <p><u>Interchange ID Qualifier</u>: 01 If not known, pass 01</p> <p><u>Interchange Sender ID</u>: TRADINGPARTNER If not known, pass "TRADINGPARTNER " followed by 1 space. Must be exactly 15 characters in length, fill with spaces or truncate as needed</p> <p><u>Interchange ID Qualifier</u>: 01 If not known, pass 01</p> <p><u>Interchange Receiver ID</u>: DISH NETWORK If not known, pass "RECEIVERS NAME " followed by 1 space. Must be exactly 15 characters in length, fill with spaces or truncate as needed</p> <p><u>File Create Date</u>: YYMMDD</p> <p><u>File Create Time</u>: HHMM</p> <p><u>Interchange Control Standards Identifier</u>: U</p> <p><u>Interchange Control Version</u>: 00401</p> <p><u>Interchange Control #</u>: 000000103 A customer-assigned 9 digit trace number. Must = IEA Interchange Control Number (IEA02)</p> <p><u>Acknowledgment Requested</u>: 0</p> <p><u>Production Indicator</u>: P</p> <p><u>Sub-element Separator</u>: &gt; If not known, pass &gt; ('greater than' sign)</p> <p><u>Segment Terminator</u>: \ If not known pass \ (backslash)</p>
<p>"Group Start" designates the header record for an individual 820 record</p>	<p>GS*</p> <p>RA*</p> <p>TRADINGPARTNER*</p> <p>DISH NETWORK *</p> <p>CCYYMMDD*</p> <p>HHMM*</p> <p>000004*</p> <p>X*</p> <p>004010</p> <p>\</p>	<p><u>Group Start</u>: GS</p> <p><u>Functional Identifier Code</u>: RA</p> <p><u>Application Sender's Code</u>: TRADINGPARTNER If not known, pass "TRADINGPARTNER." Minimum 2 characters, maximum 15 characters</p> <p><u>Application Receivers Code</u>: DISH NETWORK If not known, pass "RECEIVERS NAME" Minimum 2 characters, maximum 15 characters</p> <p><u>Date</u>: CCYYMMDD</p> <p><u>Time</u>: HHMM</p> <p><u>Group Control Number</u>: 000004 If not known, pass a customer assigned trace number (Can be different than ISA13 control number but must = GE02)</p> <p><u>Responsible Agency Code</u>: X</p> <p><u>Version</u>: 004010</p> <p><u>Segment Terminator</u>: \ If not known pass \ (backslash)</p>
<p>Start of Transaction designates beginning of 820 record</p>	<p>ST*</p> <p>820*</p> <p>0001</p> <p>\</p>	<p><u>Start of Transaction</u>: ST</p> <p><u>Transaction Set ID</u>: 820</p> <p><u>Transaction Set Control Number</u>: 0001</p> <p><u>Segment Terminator</u>: \ If not known pass \ (backslash)</p>
<p>Business Process Reengineering segment is the primary payment identifier</p>	<p>BPR*</p> <p>C*</p> <p>2000.12*</p> <p>C*</p> <p>ACH*</p>	<p><u>Segment Identifier</u>: BPR</p> <p><u>Transaction Handling Code</u>: C = Payment Accompanies remittance advice</p> <p><u>Monetary Amount</u>: Actual total CTX dollar amount, e.g. \$2,000.12</p> <p><u>Credit/Debit Flag</u>: C, Credit</p> <p><u>Payment Method Code</u>: ACH, Automated Clearing House</p>

	<p>CTX* 01* 999999999* DA* 999999* 1234567890* * 01* 021052053*</p> <p>DA*  58662450* CCYYMMDD* VEN \ </p>	<p>Payment Format: <b>CTX</b>, Corporate Trade Exchange / ACH Standard Entry Class  Originator DFI ID Qualifier: <b>01</b>  Originator DFI RTN: <b>999999999</b> Originator's ABA/Routing Number  Originator Acct Number Qualifier Code: <b>DA</b> Demand Deposit Acct  Originator Acct Number: <b>999999</b> Originator's Demand Deposit Acct  Originating Company ID: <b>1234567890</b> Originating Company ID  Originating Company Supplemental Code: N/A  Receiver DFI ID Qualifier: <b>01</b>  Receiver DFI RTN: <b>021052053</b> DISH NETWORK's ABA/Routing Number assigned by BNY Mellon based on account location  Receiver Acct Number Qualifier Code: <b>DA</b>, Demand Deposit Acct  Receiver Acct Number: <b>58662450</b> DISH NETWORK's BNY Mellon Demand Deposit Acct  Effective Entry Date: <b>CCYYMMDD</b>  Business Function Code: <b>VEN</b>, if Vendor Payment or N/A  Segment Terminator: \ If not known pass \ (backslash)</p>
Trace Number is optional but highly recommended	<p>TRN* 01* 930109013011444* 1234567890 \ </p>	<p>Trace Number: <b>TRN</b>  Trace Type: <b>01</b>  Reference Number: <b>930109013011444</b> (ACH Trace Number)  Originating Company ID: <b>1234567890 (obtained from your bank)</b>  Segment Terminator: \ If not known pass \ (backslash)</p>
Payer (sender) name segment	<p>N1* PR* Payer Name \ </p>	<p>Name: <b>N1</b>  Payer Identifier Code: <b>PR</b>  Name: <b>Payer's Name</b>  Segment Terminator: \ If not known pass \ (backslash)</p>
Payee (receiver) name segment	<p>N1* PE* Payee Name \ </p>	<p>Name: <b>N1</b>  Payee Identifier Code: <b>PE</b>  Name: <b>Payee's Name</b>  Segment Terminator: \ If not known pass \ (backslash)</p>
	<u><b>Payment Detail</b></u>	
Mandatory segment – payment detail start	<p>ENT* 1 \ </p>	<p>Entity Identifier Code: <b>ENT</b>  Assigned Number: <b>1</b>  Segment Terminator: \ If not known pass \ (backslash)</p>
Remittance detail segment – 1 of 2  Can optionally be repeated for multiple invoices (see example below)  Additional elements identifying original and discounted amounts may optionally be included	<p>RMR* IV* 8255220010012345** 2370.39 \ </p>	<p>Remittance Advice Identifier: <b>RMR</b>  Reference Number Qualifier: <b>IV</b>  Seller's Invoice Number: <b>8255220010012345 (no spaces)</b>  Monetary Amount: <b>\$2,370.39</b> first account amount  Segment Terminator: \ If not known pass \ (backslash)</p>
Remittance detail segment 2 of 2	<p>RMR* IV* 825522001008888** 1000.00 \ </p>	<p>Remittance Advice Identifier: <b>RMR</b>  Reference Number Qualifier: <b>IV</b>  Seller's Invoice Number: <b>825522001008888 (no spaces)</b>  Monetary Amount: <b>\$1,000.00</b> second account amount  Segment Terminator: \ If not known pass \ (backslash)</p>
	<u><b>Payment Summary</b></u>	
End of transaction	<p>SE* 9* 0001 \ </p>	<p>Transaction End Identifier: <b>SE</b>  Number of Segments: <b>9</b> From ST to SE  Transaction Set Control Number: <b>0001</b>  Segment Terminator: \ If not known pass \ (backslash)</p>
Group end	<p>GE* 1* 000004* \ </p>	<p>Group End Identifier: <b>GE</b>  Number of Transaction Sets Included: <b>1</b>  Group Control Number: <b>Group Control Number: 000004</b> If not known, pass a customer assigned trace number. Field can be different than IEA02 control number but must equal GS Group Control Number (GS06)  Segment Terminator: \ If not known pass \ (backslash)</p>
Interchange end  End of the "envelope"	<p>IEA* 1*  000000103 \ </p>	<p>Interchange End: <b>IEA</b>  Number of Included Functional Groups: <b>1</b> Number of GS Segments - usually 1  Interchange Control Number: <b>000000103</b> A customer-assigned 9 digit trace number. Must equal ISA Interchange Control Number (ISA13)  Segment Terminator: \ If not known pass \ (backslash)</p>

**Note:** use asterisks \* as shown between each element except for final element prior to segment terminator. If double asterisk is displayed, it represents a placeholder for an optional element in that segment.