



Commercial Card Payment Information

Commercial Card Payment will be issued by Wells Fargo Bank on behalf of Evergy, Inc. Payments will be received via a unique single-use account number, payment amount, and a list of invoices related to your payment. You will utilize this information to process the credit card payment following your normal credit card process.

REMITTANCE CONTACT INFORMATION:

Name _____

Phone _____

Email of the individual or department to receive electronic instructions for the Commercial Card Payment

(Group emails preferred). NOTE: List only ONE email address.

Prior to participation, ask your email or IT support to “white list” the domain names listed in the table below. This will ensure the remittance email is received without being intercepted by your company’s spam filter or sent to the junk email folder of the recipient.

Domain	Recipient	Which message?	Found in which header?
@wellsfargo.com	Supplier	All emails	From
@mp.wellsfargo.com	Supplier	All emails	From
SDDServices@wellsfargo.com	Supplier	All emails	Sender
CCER_AP_Control@wellsfargo.com	Supplier	All emails	From

Evergy will send your enrollment information to Wells Fargo Bank. Once sent, you will receive an email from SDDServices@wellsfargo.com on behalf of CCER_AP_Control@wellsfargo.com. Click on the link provided in the email; this will take you to a remittance sign-on screen to set up your account.

PLEASE SEND COMPLETED FORM TO AP.ADMIN@EVERGY.COM.