

Supplier Digital Payment Agreement

Date: [Insert Date]

To: [Supplier Name]

Address: [Supplier Address]

Dear [Supplier Contact Name],

This letter serves as a digital payment agreement between [Company Name] and [Supplier Name]. The purpose of this agreement is to establish the terms and conditions under which digital payments will be made for goods and services provided.

1. Payment Terms

Payments will be made digitally through [insert payment method e.g., bank transfer, online payment platform] within [insert payment period, e.g., 30 days] from the date of invoice receipt.

2. Invoice Submission

The supplier shall submit invoices electronically to [insert email or portal] for processing.

3. Agreement Duration

This agreement shall remain in effect until terminated by either party with [insert notice period] written notice.

4. Governing Law

This agreement shall be governed by the laws of [insert jurisdiction].

Please sign below to confirm your acceptance of this agreement.

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]

Accepted by: _____

[Supplier Name]

Date: _____