

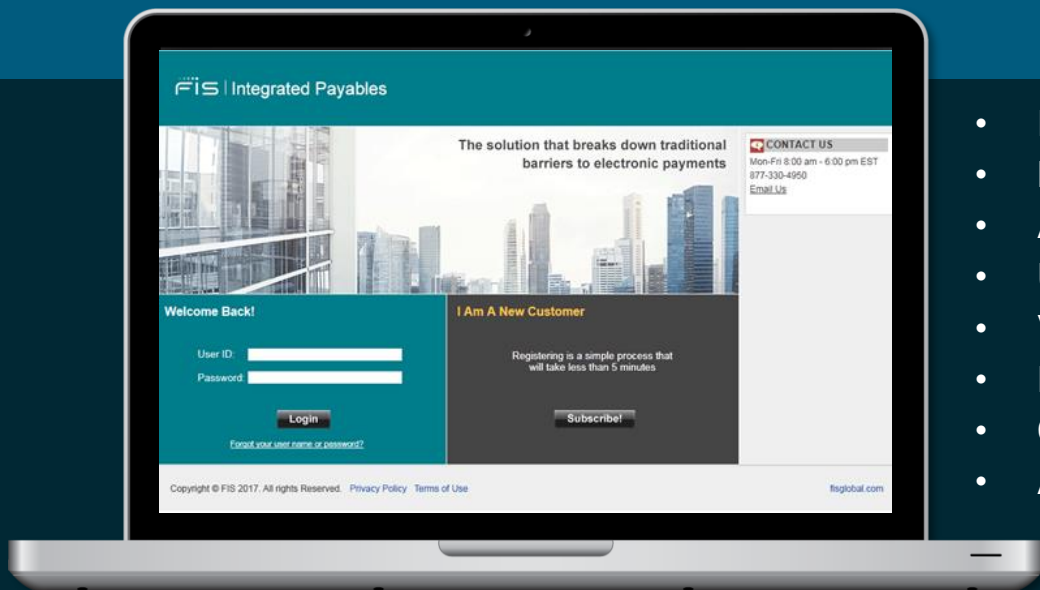


THE RECIPIENT EXPERIENCE

Registration Process

Recipient Portal

Additional Note to Chord Interest Owners:
Ignore mention of Virtual Card. This does not apply. Mineral owners will select ACH.



- Enroll for electronic payments
- Manage payment preference – Virtual Card or ACH
- Access Virtual Card payment information
- Update banking information
- View payment history and remittance information
- Download remittance detail in EDI, BAI 2, CSV
- Create and manage user accounts
- Access audit trails of user activity

Recipient Portal

FIS | Integrated Payables

ENTER YOUR REGISTRATION

To begin the subscription process, please provide a 9-character registration code, or they may have it such as a vendor ID, company ID or tax ID. If you, or someone else at your company have already registered, please use the same registration code.

Select all images with **crosswalks**.
Click verify once there are none left.

CONTACT US
Mon-Fri 8:00 am - 6:00 pm EST
877-330-4950
[Email Us](#)

REGISTER
Email: _____
Re-enter: _____

Continue

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[fsglobal.com](#)

VERIFY

After verifying the images, the user can proceed with the registration process. Click Verify; Click Continue

- Registration Code
- Email Address

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VERIFY YOUR ADDRESS

We currently send you payments to the following address. If this information is incorrect, you may have received an incorrect registration code. Please call your payer to verify your registration code before proceeding any further with your subscription.

DO NOT USE PO BOX
DALLAS, TX 75303

This information is correct

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Back Continue

YOU ARE HERE

- >> Payment Address
- User Account
- Bank Information
- Account Verification
- Review & Submit

- Recipient verifies address details
- Confirm by checking the box

Recipient Portal

Additional Note to Chord Interest Owners: Please make sure your "Account Name" and "Name on Bank Account" information match your royalty check. This frequently causes a failure for an electronic verification and may require manual verification (which will delay sign up)

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YOU ARE HERE

- Payment Address
- User Account
- Bank Information
- Account Verification
- Review
- W-9 Information
- Review & Submit

CREATE YOUR USER ACCOUNT

Login Information

Email * This will be your login ID

Re-enter Email *

Your password must be at least 8 characters and contain 3 of the following: uppercase letter, lowercase letter, number or special character

Password *

Re-enter Password *

Secret Question 1 * Select One

Secret Question 1 Answer *

Secret Question 2 * Select One

Secret Question 2 Answer *

Subscriber Information

First Name *

Middle Name

Last Name *

Job Title *

Telephone * Ext.

Secondary Subscriber Information

First Name

Middle Name

Last Name

Title

Email

Telephone Ext.

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FIS | Integrated Payables

YOU ARE HERE

- Payment Address
- User Account
- Bank Information
- Account Verification
- Review
- W-9 Information
- Review & Submit

ENTER YOUR BANK INFORMATION

FIS™ Integrated Payables will direct your payments into the account that you specify here. This information will be verified by our customer service representatives before any payments are made into this account.

Account Name *

Account Description

Payment Network * Federal Reserve (ABA)

Routing Number *

Account Number * (please enter any leading zeroes)

Re-type Account Number * (please enter any leading zeroes)

Account Type * Checking

Bank Name *

Name on Bank Account/Acceptable Payee * Test

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- ❑ Required Fields to be completed
- ❑ Email Address will be Recipients User ID

- ❑ Banking Account required fields to be completed
- ❑ **Note:** This is not a page for vCard registrations

Recipient Portal

FIS | Integrated Payables

YOU ARE HERE **VERIFY YOUR INFORMATION**

Payment Address

User Account

Bank Information

Account Verification

→ Review

W-9 Information

Review & Submit

Login Information

Email	testpayee@abc.com
Password	*****
Secret Question	What is your pet's name?
Answer	dog
Secret Question 2	What is the first name of the best man/maid of honor at your wedding?
Secret Question 2 Answer	bob

Payee Address

Payee Name	Test Payee
Address 1	123 Address1
Address 3	
Address 4	
City	ROSWELL
State/Province	NM
Postal Code	88009
Country	US

Subscriber Information

Your Name	Test Payee
Title	vp
Telephone	121-321-3213x13

Bank Information

Account Name	test
Account Description	
Payment Network	Federal Reserve (ABA)
Routing Number	053000219
Account Number	1
Account Type	Checking
Bank Name	WELLS FARGO BANK
Branch	MAC N9301-041
City	MINNEAPOLIS
State	MN
Zip	55479
Name on Bank Account/Acceptable Payee	Test

Account Verification

Method	Verify Two Small Deposits
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Service Agreement

This Services Agreement ("Agreement") is a contract between you and FIS and applies to your use of the FIS® Integrated Payables service, any related products and services and all related intellectual property and "online" or electronic documentation available through www.fisintegratedpayables.com (collectively the "Service"). If you do not agree to be bound by the terms and conditions of this Agreement, please do not use or access our Services. You must accept all of the terms and conditions contained in this Agreement before you may become a participant in the FIS® Integrated Payables network. Use of the website and the Service is a privilege, and FIS reserves the right to suspend the privilege at its discretion.

The above named officers/owners of the Payee account holder identified above

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Recipient validates data

Recipient agrees to the Service Agreement

Enter W-9 Information

Additional Note to Chord Interest Owners:

Some recipients may be an LLC rather than an individual. In that case, they would have a W-9, but in most cases, this is where an individual would enter their social security number

FIS | Integrated Payables

YOU ARE HERE

Payment Address

User Account

Bank Information

Account Verification

Review

>> W-9 Information

Review & Submit

ENTER W-9 INFORMATION

Thank You! Your user account for the FIS™ Integrated Payables Vendor site has been created. To ensure the timeliness of your payments, Westdale Wireless requests the information below. Enter the information as it is shown on your tax return. 🙏

Full Name *	<input type="text" value="Name must match EIN/SSN being registered."/>
Business Name *	<input type="text" value="ASTRO PACKAGING"/>
Federal Tax Classification *	<input type="text" value="Select One"/>
Other *	<input type="text"/>
Exempt payee code	<input type="text"/>
Exemption from FATCA reporting code	<input type="text"/>
Taxpayer Identification Number (TIN) *	<input type="radio"/> SSN <input type="text"/> - <input type="text"/> - <input type="text"/>
	<input type="radio"/> EIN <input type="text" value="-"/>
	Show Field
<input checked="" type="checkbox"/> Information returns address is same as payment address	
Address Line 1 *	<input type="text" value="RELIABLE PACKAGING SYSTEMS I"/>
Address Line 2	<input type="text" value="3845 E MIRALOMA AVE, UNIT A"/>
Address Line 3	<input type="text"/>
Address Line 4	<input type="text"/>
City *	<input type="text" value="ANAHEIM"/>
State/Province *	<input type="text" value="CA"/>
Postal Code *	<input type="text" value="928062111"/>

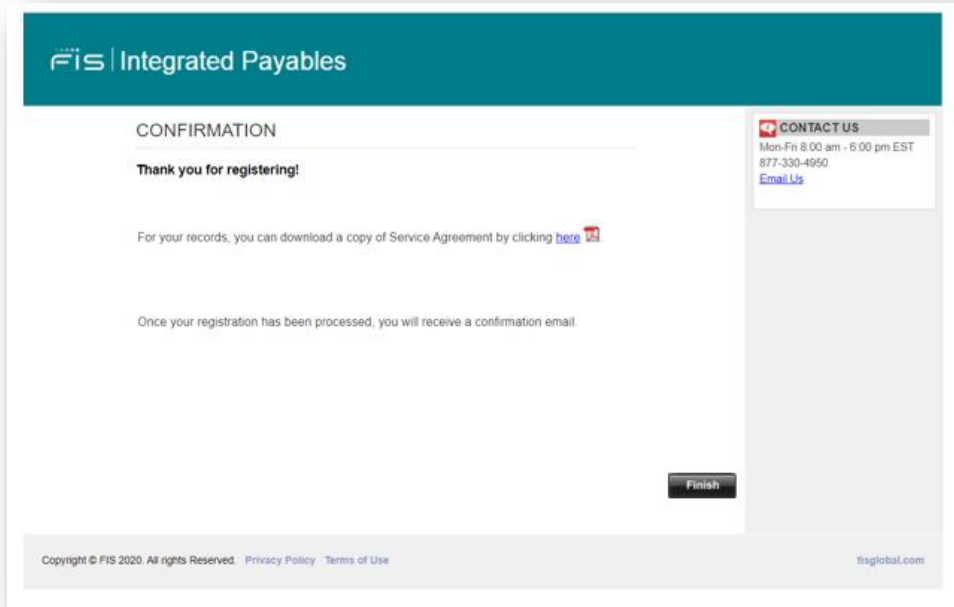
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Recipient Portal

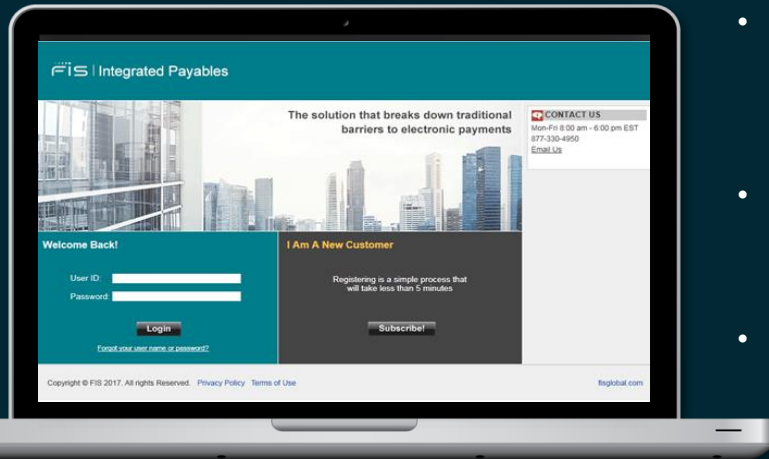


Once the account is activated, the recipient will receive an email from FIS Enrolment Team advising the account is ready to receive ach payments

VendorVerify

Additional Note to Chord Interest Owners: This is the methodology/tool FIS is using to validate a mineral owner's account. If bank information is verified electronically per the process below, you will be automatically enrolled. If it does not pass, then the enrollment will require a mineral owner to send in a voided check or a signed and dated bank letter with bank information. Once it receives this information, FIS will run the information through additional fraud prevention tools to determine if the mineral owner can sign up for ACH and enroll the mineral owner at that time.

Multifactor risk assessment and account verification tool



- **Multifactor Risk Assessment**

- Identity validation based on name, address, phone, email, IP address
- Comprehensive risk assessment driven by historical data points through a global network

- **Account Verification**

- Account Ownership and transaction authority from financial institutions
- Bank account status information

- **VendorVerify Process**

- Enrollment information is sent to VendorVerify network (No Faxes or Emails)
- Enrollment Specialist reviews risk assessment and account verification information
- 1-2 business days to process new vendors

Recipient ACH Payment Notification

Additional Note to Chord Interest Owners: This is a representation of what a mineral owner will see in the portal once enrolled

PAYMENT NOTIFICATION

Payment From: Westdale Wireless
Payment To: ABC Supply

Account Number: 32-54938487-2
Payment Method: ACH
Effective Date: 09/22/2014
Payment Number: 28981
Amount: \$5,500.00

[View payment and remittance details.](#) 

Invoice Number	Invoice Date	Description	Gross Amount	Discount	Net Amount
1189000123	04/04/2012	Processing Job #478	\$150.00	\$0.00	\$150.00
1189000124	04/04/2012	Processing Job #479	\$350.00	\$0.00	\$350.00
1189000125	04/04/2012	Processing Job #480	\$1,200.00	\$0.00	\$1,200.00
1189000126	04/04/2012	Processing Job #481	\$1,000.00	\$0.00	\$1,000.00
1189000127	04/04/2012	Processing Job #482	\$800.00	\$0.00	\$800.00
1189000128	04/04/2012	Processing Job #483	\$1,900.00	\$0.00	\$1,900.00
1189000129	04/04/2012	Processing Job #484	\$100.00	\$0.00	\$100.00