



1111 Superior Avenue
Cleveland, OH 44114

Many companies include ACH instructions on the bottom of their invoices. CMSD will update supplier records when possible with this detail.

Companies can also request that payments be remitted ACH by filling out the information below and

e-mailing to: apinvoice@clevelandmetroschools.org

Or mailing to:

Cleveland Metropolitan School District
Attn: Cash Management Department
1111 Superior Avenue
Cleveland, OH 44114

Your Company Name:	
Bank Name:	
ABA Routing Number (for ACH):	
Account Name:	
Account Number:	

So that CMSD can confirm the change to your supplier account, please provide a point of contact for CMSD to contact once the update has been completed.

Name: _____

Phone: _____

e-mail: _____