

Dear ,

Your company has been selected to provide goods or services to ASU and **in order to receive payment you must register in ASU’s Financial Management System.**

By selecting the [Register Now Link](https://urldefense.proofpoint.com/v2/url?u=https-3A__wd1.myworkdaysite.com_supplier_asu_12345&d=DwMFAg&c=l45AxH-kUV29SRQusp9vYR0n1GycN4_2jInuKy6zbqQ&r=19YA3dQpOFjTA2PdKEK9y2L34nBut1tfsm5Say4pIVc&m=UxMSaSzBRVKEitZARdKYKuYY5xaRML3NEtVwOd6LZoc&s=55T731qs_d2u3z2YfehnLjxUTSwpdHpWIfZPb2ZHb2U&e=), you will be routed to a secure website to complete the registration process. Please have pertinent tax documents and contact information readily available as you go through the registration steps.

**ASU is unable to process payments to suppliers until this registration step is complete.**

For additional assistance in completing the registration process, please review the supplier registration documentation [here](https://urldefense.proofpoint.com/v2/url?u=https-3A__www.asu.edu_purchasing_forms_SupplierRegistration.pdf&d=DwMFAg&c=l45AxH-kUV29SRQusp9vYR0n1GycN4_2jInuKy6zbqQ&r=19YA3dQpOFjTA2PdKEK9y2L34nBut1tfsm5Say4pIVc&m=UxMSaSzBRVKEitZARdKYKuYY5xaRML3NEtVwOd6LZoc&s=B8gF3ng8ARfrMqlhA3qtbS5RgWiPHYLvgSqzzJ143JQ&e=).

If you have any questions pertaining to registration, please email [Supplier Admin](mailto:supplieradmin@asu.edu).

Thank you,