



One Tower Lane, Suite 2700
Accounts Payable
Oakbrook Terrace, IL 60181

March 23, 2015

Dear Valued Supplier Partner

The preferred method of invoice format for all **Direct Spend Materials** to be sent to Ferrara Candy Company is the in the form of electronic mail for purposes of fast invoice processing and timely payment to our supplier partners. Over the next few months, Ferrara Candy Company will be transitioning to receive invoices in e-mail format sent to : accountspayable@ferrarausa.com

AP & Procurement Teams will inform you of the final date to transition to electronic invoices over the next few months. We appreciate your compliance and look to forward to implementing the new processing technique soon.

Regards,

Linda Koutsogianis

Sr. Manager Accounts Payable & Payroll

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