

### First Class Mail

Write your account number on your check and include your remittance stub(s). When making payments for multiple accounts include detailed payment application instructions for each account.

#### tw telecom

PO Box 172567  
Denver, CO 80217-2567

---

### Overnight Mail – must be marked as early a.m. delivery to be included in that day's deposit.

Write your account number on your check and include your remittance stub(s). When making payments for multiple accounts include detailed payment application instructions for each account.

**Wells Fargo Bank, N.A** (Telephone: 800-289-3557 – Customer Service)

**Attn: tw telecom**  
**1700 Lincoln Street**  
**Lower Level 3**  
**Denver, CO 80274**

---

### ACH – Wire (Electronic Funds Transfer (EFT) - Wire Transfer / Automated Clearing House (ACH) Transfer)

The following bank information is necessary for Wire or ACH transfers:

<b>Bank:</b>	<b>Wells Fargo Bank, N.A.</b>
<b>ABA#:</b>	<b>121 000 248</b>
<b>Account Name:</b>	<b>tw telecom</b>
<b>Account #:</b>	<b>412-1305-593</b>
<b>SWIFT#:</b>	<b>WFBIUS6S</b>

When sending payment via wire transfer, include your account number in the OBI field, preceded by a # (pound) sign. If there are multiple account numbers, include a # sign between each account number.

When sending payment via an ACH transfer use a CCD+ record format for payment on one account or a CTX record formats for payment on multiple accounts. These formats are preferred due to their capability of capturing addenda information. The Individual ID field on the CCD+ record format should include your account number. The CTX record format should include account numbers and amounts to be applied to each account.

**In order to apply your ACH or Wire Transfer Payment in a timely and accurate manner, fax or e-mail, the following payment details to:**

**Fax: tw telecom** (Attn: Payment Application Group at (303) 566-6044)

Or

**E-mail: [Bank.Receipts@twtelecom.com](mailto:Bank.Receipts@twtelecom.com)**

- Name on Invoice
- Account Number(s)
- Amount of Payment for each Account and invoice number / invoice date

---

### Online– view your invoices with MyBilling and make payments through E-Pay

You may enroll for both of these convenient, time-saving options at <https://customerportal.twtelecom.com>

---

### Recurring ACH payment

Email [RecurringPayments@twtelecom.com](mailto:RecurringPayments@twtelecom.com) to request a set-up form.