



5901 Shallowford Rd, Suite 110  
Chattanooga, TN 37421  
Tel: 423-803-4700 | [trancoglobal.com](http://trancoglobal.com)

Dear Customer:

### **PAYMENT INSTRUCTIONS**

All shipments handled by Tranco Global should be paid in the following manner. Please include any reference invoices, statements, or the Tranco Global reference number when making your payment. Payable to:  
Tranco Global LLC

### **CHECK PAYMENTS AND COURIER PAYMENTS**

Please send all checks by mail or courier to:  
Tranco Global  
5901 Shallowford Rd  
Suite 110  
Chattanooga, TN 37421  
T | 423-803-4700

### **ACCOUNTS RECEIVABLE EMAIL**

The email address for the Tranco Global Accounts Receivable Department is:  
[AR@trancoglobal.com](mailto:AR@trancoglobal.com)

### **ACH (AUTOMATED CLEARING HOUSE) PAYMENT**

If paying via ACH, please use the bank information below:  
Bank Name: First Bank  
Bank Account Number: 87546263  
Bank Routing Number: 084307033

### **CREDIT CARD PAYMENTS**

For credit card payments, please contact Tranco Global at 423-803-4700 and ask for the Accounts Payable Department. Credit card payments must be approved by our AR Department in advance of remittance. Additionally, credit card payments are subject to a convenience/service fee.

### **TRANCO GLOBAL vs. TRANCO LOGISTICS**

While Tranco Logistics is a sister company to Tranco Global, the two companies are separate entities. For this reason, it is crucial that all payments are made to Tranco Global and not Tranco Logistics. When making arrangements with Tranco Global, please ensure all bills of lading reflect Tranco Global as the "bill to" party.

We appreciate your continued business and allowing Tranco Global to be your trusted service provider. As always, we will continue to serve you with the same commitment and quality of service you have come to expect from the Tranco family.