How to Select a remit address in ePRF:

Enter the supplier ID number in the Supplier ID box, then click Search.

Once you click on Search, select the first one (because this is based on the supplier locations not remit addresses).

Click on the search button next to the Remitting Address box.
Then select your remit address.

The remit address has been selected and you’re ready to move on to the next screen.
If there is a supplier that says Multiple, click on Multiple.

Select the first Supplier Location (001)-

Then select your remit address-
If you don’t know the Supplier ID number, type the name of the Supplier in the Supplier Name box, then click Search.

Select the supplier from the list

Click on the search button next to the Remitting Address box. Then select your remit address-