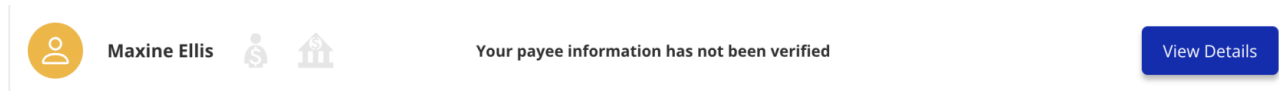


# Payee Details

To view or edit the Payee Profile Details, click *View Details*. Only you can view the associated information.

If you are unable to access this button, contact [websupport@issny.org](mailto:websupport@issny.org) to setup the necessary permissions on your account.



The screenshot shows a user profile for Maxine Ellis. To the right of the name are two small icons: a person and a building. Below the name, the text reads "Your payee information has not been verified". On the far right, there is a blue button labeled "View Details".

The *Payee Details* window displays the Payee tax status and the ePay status on the left side. The blue button at the bottom of the page will direct you to the next step needed to set up ePay, including filling out the *Taxpayer Information*.



## Payee Details



**Maxine Ellis**



Payee

Unverified



ePay Not

Enrolled

### Tax Information

[Enroll for ePay](#)

## Taxpayer Information

### Payee has not submitted tax information

To become eligible for payments, please enroll using the button below.

[Complete Tax Information](#)



You will **not** be enrolled to receive electronic payments until both the *Tax Information* and *Electronic Payment Setup* forms are completed and they are both verified as valid.

Updated 01/18/24

*Disclaimer: All names displayed in the above screen shots are fictional characters. No identification with actual persons (living or dead) is intended or should be inferred.*

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★Created 30 November 2023 18:14:18 by Jordan Brown

✎Updated 21 October 2025 20:27:24 by Elizabeth Lukan