



AllianceData.

LoyaltyOne

EPSILON



AllianceData.
CARD SERVICES

AllianceData Department Drop Down Guide

Is the Department Field Mandatory?

Yes. The Department field will either be a drop down or free form field. This will depend on the AllianceData (subsidiary) you are invoicing. If a Department Field drop down is provided, please select the appropriate department. Choose "other" if you do not find the department you are trying to invoice. If Department field is free form, type the department name you are invoicing.

In addition to the Department field, the Contact Name field is also mandatory. Please provide a valid contact name to ensure accurate submission, routing, and processing of your invoice.