

Due to Citibank updating ALL of their payment remittance addressing, effective immediately, check payments of direct billed CTA and MTG accounts are to be sent to the first address listed below:

Citibank Direct Bill Check Payment Remittance Address:

Citigroup

PO Box 689015

Des Moines, IA 50368-9015

The payment remittance address is now the same for check payments issued by Fi\$Cal and other check issuing methods; however, it will not match addressing provided on your Citibank statement. The new address ensures special handling for all state contract accounts to expedite payment processing and reduce instances of payments being applied to the wrong account.

For expedited and rush deliveries by overnight delivery carriers/couriers needing a physical address, use:

Overnight Delivery Address:

Citigroup

4740 121st Street

Urbandale, IA 50323-2402

The Statewide Travel Program (STP) has provided the applicable payment addressing and billing account information to Fi\$Cal to be uploaded into their system. There is no need to separately advise Fi\$Cal of this address change. Checks issued through Fi\$Cal will have the full billing account number and the updated addressing posted on the check at issuance.

Departments not using Fi\$Cal should still include the full Citibank billing account number on the front of check payments.

Also, please update departmental records for future use.

If you have questions or need additional information, please contact me. Thanks.

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