

## **Frequently Asked Questions for Beechcraft Accounts Payable Department**

**How can I reach the Accounts Payable Customer Service line?**

1.877.424.8250

**What are the hours of operation?**

7:30 to 5:00 CST

**Where should I email my current Beechcraft Corporation invoices to?**

[Electronic\\_invoices@beechcraft.com](mailto:Electronic_invoices@beechcraft.com)

**I do business with the Beechcraft service centers, where should I email my invoices to?**

[Hbs\\_invoices@beechcraft.com](mailto:Hbs_invoices@beechcraft.com)

**If I have a payment question, what email address should I use?**

[Payment\\_inquiry@beechcraft.com](mailto:Payment_inquiry@beechcraft.com)

**How can I access my account information? Click the link below:**

[AP Portal](#)

**What if I need assistance with the Portal? Click the link below:**

[AP Portal Guide](#)

**I did not receive my ACH payment remittance; what can I do?**

Access the Western Union website: [https://payments.ruesch.com/login/ePay\\_login.html](https://payments.ruesch.com/login/ePay_login.html) or call 1.800.815.2460 for assistance

**What if I need a copy of a past due invoice?**

Email [Accounts\\_receivable@beechcraft.com](mailto:Accounts_receivable@beechcraft.com) to request a copy.

**If my company uses Instant Messaging software, how can I connect with someone at Beechcraft?**

If your business partner uses Microsoft Messaging, AIM, or Yahoo Messenger, they can already connect to you. They simply need to send an invite to your @beechcraft.com email address.