Who is eligible to be paid via Zelle?

- Individuals with a US bank account and email address can choose Zelle as their preferred payment method in their Supplier Portal profile.
- After selecting Zelle as their preferred payment method in Supplier Portal, the individual must register their bank with Zelle. They may visit Zelle Getting Started for further details.
- Note: The Zelle mobile app does not work overseas even if you do have a US phone number and US bank account.

Who is not eligible to be paid via Zelle?

- Individuals without a US bank account are not eligible.
- Companies are not eligible for Zelle, but Harvard University offers Paymode-X for electronic payments to companies.

How to promote Zelle to Suppliers

Departments are welcomed to promote Zelle as a payment option when speaking with suppliers, but departments cannot register on a supplier’s behalf. The supplier must specify Zelle as their preferred method of payment through their own Supplier Portal profile and register through the Zelle website.

New Suppliers

Send individuals an invite to the Supplier Portal. They will be prompted to choose their preferred payment method (Paper Check or Zelle) as part of the Supplier Portal registration process.

Existing Suppliers

If you know of an existing individual supplier who is interested:

- Advise registered individuals that they can update their payment preference in their Supplier Portal profile
- Send unregistered individuals an invite to the Supplier Portal to register and choose their preferred payment method

To learn more about Zelle: https://www.zellepay.com