

## Payment Steps

Payment Method	Steps
Order with a purchase order number	<p>Please have ISBNs and/or a Purchase Order number ready.            Call, fax, or email your order in to:  <b>Telephone: 1 (800) 361-6128</b>  <b>Fax: 1 (800) 563-9196</b>  <a href="mailto:school_inquiries@pearsoned.com">Email: school_inquiries@pearsoned.com</a></p>
Place order with a credit card	<p>Please have order information and credit card information ready.            Call Pearson Customer Service Department at <b>1-800-361-6128</b> to place order via phone.</p>
Place order with a cheque	<p>Please mail your order with a cheque to:            Pearson Canada, School Division            Attention: Customer Service            26 Prince Andrew Place</p>
Pay existing invoice with credit card	<p>Please have invoice number and credit card information ready.            Call Pearson Financial Customer Support Team at <b>1-800-922-0579, press 2 then 1</b> to reach this department.</p>
Pay existing invoice by cheque	<p>Please reference invoice number and/or account number on the cheque and mail to the address below:  <b>Pearson Canada INC</b>  <b>C/O T46254</b>  <b>PO BOX 46254, STN A</b>  <b>Toronto ON, M5K 4K9</b></p>
Pay existing invoice by wire transfer/EFT	<p>Please provide the following information to your procurement office:  <b>Bank Wire to/Virement Bancaire:</b>            Bank Name/Nom de la banque: Canada Trust            Bank Address/Adresse de la banque:            55 King St, W            Concourse Lvl,            Toronto, ON, M5K 1A2            Bank ID/Identifiant de la banque: 004            Bank Branch/Transit No: 10202            SWIFT Code: TDOMCATTOR            A/C No/Numéro de compte:5333370            Bank Account Name/Nom du compte de banque:Pearson Canada Inc.</p>

