

From: Wopperer, Tracey <tracey.wopperer@baml.com>

To: Wopperer, Tracey tracey.wopperer@baml.com

CC: Roberson, Pat pat.roberson@baml.com

Date: 10/29/2015 11:00:44 AM

Subject: NEW Purchasing CARD Dedicated Account Specialist - PLEASE READ

Attachments: Contacts 2015.pptx

Good morning,

Please be advised effective immediately Pat Roberson will be taking over the servicing needs for the State of SC PCard program from LaTrendia Modlin. LaTrendia will now be working the dedicated team email box so you may hear from her from time to time.

Any email communication for service related requests should ALL go to DEDICATED_CARD_EAST@bankofamerica.com (see attached contact list) and **ALWAYS include your 7 digit Company Number**. Do NOT send LaTrendia or Pat an email directly as they do not monitor their email box, it all must go through the dedicated team for ticket number and tracking.

Please let me know if you have any questions. Also continue to contact the technical help desk for any Works or technical related inquiries.

Sincerely,

Tracey

Tracey M. Wopperer

Director

Senior Card Account Manager

Global Commercial Bank

Bank of America Merrill Lynch

Bank of America, N.A

T 980.388.7297 F 980.233.7643

tracey.wopperer@baml.com



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