

From: Bales, Tejal
To: Adams, Marcia S. <Adams_MarciaS@scdps.state.sc.us>
Burgis, David <Burgis_David@scdps.state.sc.us>
CC: Deleon, Wanda J. <Deleon_WandaJ@scdps.state.sc.us>
Phelps, Annie L. <Phelps_AnnieL@scdps.state.sc.us>
Date: 1/4/2001 9:01:49 AM
Subject: FW: Security Deposit report

FYI

This is to prepare us for any "deadbeat" customers who decide not to pay us on timely basis, their **security deposit and admin fee** will be applied to the AR balance and a new security deposit + new admin fee will be required to activate the customer back on track.

FYI, we are watching the payment trends of our new customers also! thx tejal

-----Original Message-----

From: Deleon, Wanda J.
Sent: Thursday, January 04, 2001 8:27 AM
To: Dorman, D. Bruce
Cc: Bales, Tejal
Subject: FW: Security Deposit report

Bruce would you please add this to the list of reports that is needed for our tracking of our customers. Once again I would like to have the ability to view this information on the system and print the report as needed. Please let me know if this can be done. Thanks

-----Original Message-----

From: Johnson, Laura P.
Sent: Wednesday, January 03, 2001 3:46 PM
To: Deleon, Wanda J.; Bales, Tejal
Subject: Security Deposit report

We talked to Susan Paquet and she stated that if you want the security deposit report each month, you will have to request this report from ITO in **writing** stating when you want the report ran, the contents, etc. This request cannot come through me since it is for you.

Also, you may want to ask Susan about having access to the report on the system so that it won't have to be run and you guys can simply review it.