

## **General Comments-**

Next call will be on **Wednesday, October 12, 2011 @ 10 am**. You will receive a reminder e-mail two weeks prior, which will include the phone number to call as well as the access code.

Information on rebate distribution has been sent out to localities and authorities. If you have not received your information, please email Valerie or CCA and request that the email be resent. You will have your rebate funds by the end of the month.

Information on rebate distribution will be sent out to higher education by the end of the month from DOA.

The Annual Virginia conference save the date will be sent out as soon as we confirm the date. The conference is FREE and is for Program Administrators and Backups only. This will be a one day conference which will include break-out sessions, breakfast, lunch, and snacks.

Bank of America's client conference will be held in San Francisco, California in 2012. As soon as an exact date is set, a save the date will be sent.

Localities, Authorities, and Agencies please make sure that your Bank of America bill is being paid on time. If your due date falls on a weekend or holiday, your payment must be made prior to the due date. Program Administrators and Backups, please communicate to your fiscal staff that they need to add extra time to payment processing to ensure that your payment is posted prior to the due date. Program Administrators have the ability to pull the statement from Payment Center the day after the cycle ends. You may use this bill to process the payment instead of waiting on the bill that comes in the mail.

## **Questions-**

**Our agency is interested in receipt upload, but we are not sure if we will be able to participate until we find out about the cost that associated with this feature.**

If you are thinking about receipt imagining go ahead and schedule the webex. After the webex, you can determine if this is something you are interested in. Go ahead and respond "yes" to the email.