



# General Revenue Corporation Website User Guide

## “My Placements” Section

General Revenue Corporation • 4660 Duke Drive, Suite 200, Mason, OH 45040 • 800-234-1472, Option 2 • [Generalrevenue.com](https://www.Generalrevenue.com)

Updated: 12/26/19

© 2020 General Revenue Corporation. All rights reserved.

---



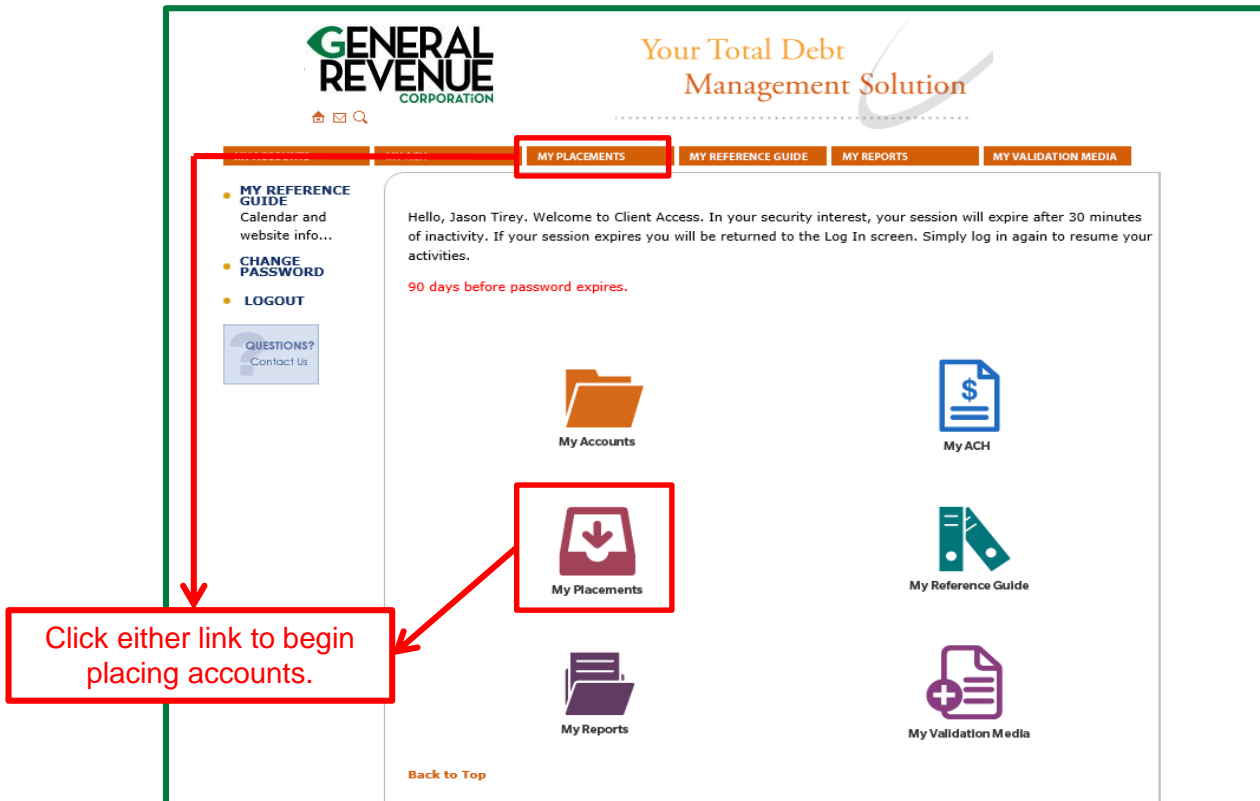
Confidential and proprietary information © 2020 General Revenue Corporation. All rights reserved.

---

# Introduction to “My Placements” Section

- GRC is pleased to present this tutorial User Guide to our clients to facilitate your understanding of how to utilize our interactive, state-of-the art client portal located at [Generalrevenue.com](https://Generalrevenue.com).
- The goal of this User Guide is to enable our clients to become familiar with the “My Placements” section of the client portal.
- At your facility, as a new employee or an existing employee that needs a refresher course on this section, this User Guide can assist with providing an overview of how to place individual or multiple accounts in order to expedite the placing and collecting on your accounts.
- This step-by-step instructional guide was designed with you, our client, in mind by enabling you to utilize this information at your convenience.
- As you walk through this User Guide, please feel free to contact your dedicated Client Services Representative should you have any questions. Their contact information is shown on the last page of this tutorial entitled “Contact List of Personnel.”
- GRC appreciates the opportunity to provide this information to you; we hope you will find it helpful.

# Home Screen



After you have logged into our client portal, you have two options to access the “My Placements” section:

- By clicking in the toolbar
- By clicking on the icon picture

# Single Entry Placement

**GENERAL REVENUE CORPORATION**

Your Total Debt Management Solution

MY ACCOUNTS MY REPORTS MY PLACEMENTS MY ACH

- CLIENT COMMUNICATIONS  
Calendar and website info...
- CHANGE PASSWORD
- LOGOUT
- QUESTIONS?  
Contact Us

## Account Placement

If you are placing multiple accounts, [click here](#).

GRC offers you the ability to place individual accounts online or multiple accounts by attaching an Excel spreadsheet. When using the single entry method, after completing each individual screen, please click "Continue" to advance to the next screen. Then click "Submit" to transmit your data.

Once you have completed the single entry form below, you will immediately receive a confirmation page acknowledging your account entry has been submitted and received by GRC.

Need Acrobat Reader to print this document?  
[Click here to download the Reader](#)

Single Account Placement Form

\* indicates required fields  
? indicates helpful tip to complete the field

School Information

*Institution Name:	Abc University
*Person Submitting Placement:	Jane Doe
*Contact Phone Number:	513 - 555 - 5555
*Contact E-mail Address:	jdoe@abcuniversity.edu
?Client Number:	012345

These boxes are required to be populated with your Institution's information before accounts can be placed. The client number field is optional.

Enter your Institution Name and your contact information which will facilitate in placing your accounts with us. If you are uncertain of which client number to use, this field can be left blank.

# Single Entry Placement

**GENERAL REVENUE CORPORATION**  
Your Total Debt Management Solution

MY ACCOUNTS MY REPORTS MY PLACEMENTS MY ACH

**CLIENT COMMUNICATIONS**  
Calendar and website info...

**CHANGE PASSWORD**

**LOGOUT**

**QUESTIONS?**  
Contact Us

## Account Placement

If you are placing multiple accounts, [click here](#).

GRC offers you the ability to place individual accounts online or multiple accounts by attaching an Excel spreadsheet. When using the single entry method, after completing each individual screen, please click "Continue" to advance to the next screen. Then click "Submit" to transmit your data.

Once you have completed the single entry form below, you will immediately receive a confirmation page acknowledging your account entry has been submitted and received by GRC.

Need Acrobat Reader to print this document?  
[Click here to download the Reader](#)

**Single Account Placement Form**

\* indicates required fields  
? indicates helpful tip to complete the field

**School Information**

\*Institution Name:

\*Person Submitting Placement:

\*Contact Phone Number:  -  -

\*Contact E-mail Address:

?Client Number:

These symbols indicate certain information about the corresponding fields.

Fields indicated with a "\*" are required fields. Fields indicated with a "?" provide helpful tips on the corresponding field by hovering your mouse cursor over the "?."

# Single Entry Placement

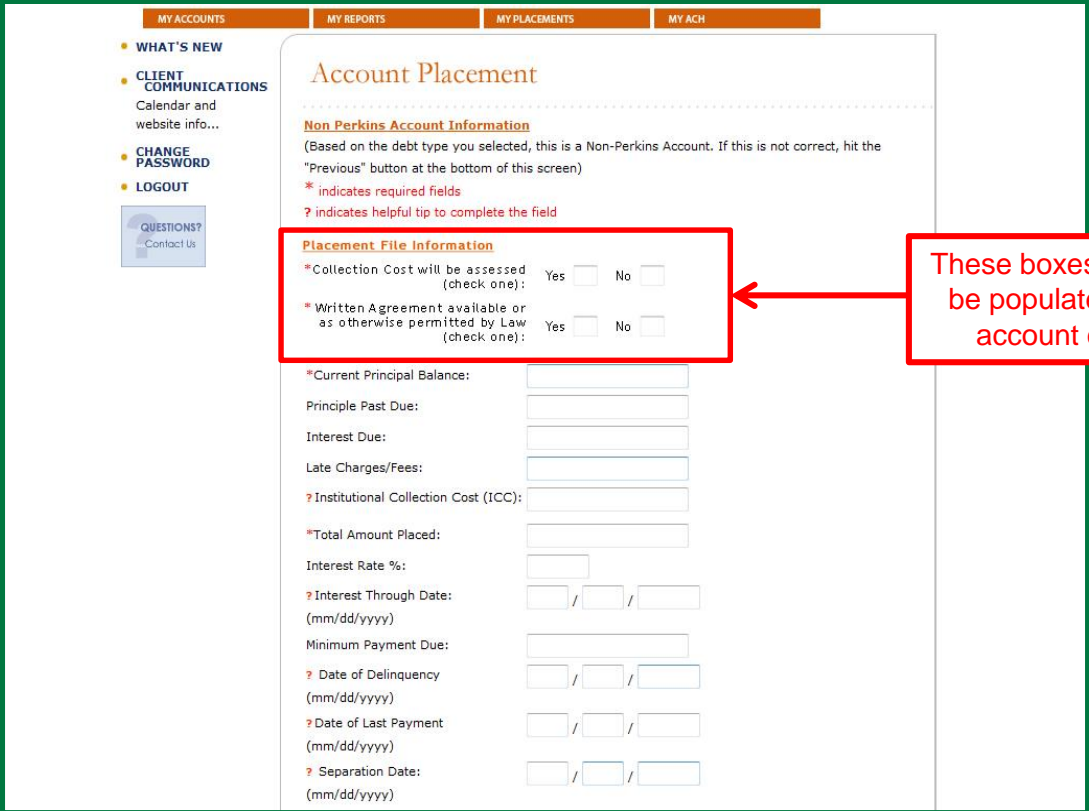
**Account Holder Information**  
\*Last Name: Debtor  
\*First Name: David  
\*Institution Account Number: 001234567  
\*Social Security Number: ... - .. - ....  
Date of Birth: 01 / 31 / 1984  
Address1: 555 Main St  
Address2:  
City: Mason  
State: OH  
Zip Code: 45040 -  
Home phone: 555 - 555 - 9999  
(xxx-xxx-xxxx)  
Cell phone: 555 - 555 - 9999  
(xxx-xxx-xxxx)  
Work phone: 555 - 555 - 9999 Ext 123  
(xxx-xxx-xxxx Ext xxxxx)  
Email Address: david.debtor@email.com

**Loan Summary Data**  
\*Debt Type:  
\*Placement Referral:  
Cont  
-choose-  
NDSL/PERKINS  
HPSL  
NURSING  
INSTITUTIONAL  
TUITION  
STUDENT RECEIVABLE  
NSF  
HOUSING  
PARKING FEES  
LIBRARY FEES  
EMERGENCY LOAN  
ACCOUNTS RECEIVABLE, A/R OTHER  
[Back to Top](#)

Select the debt type and referral number here.

If you wish to place one account at a time, you can enter each consumer's account information into the appropriate fields. Please ensure you indicate the debt type and referral type (1<sup>st</sup> or 2<sup>nd</sup> Referral) so we are able to place the account correctly.

# Single Entry Placement – Non Federal Accounts



**MY ACCOUNTS** | **MY REPORTS** | **MY PLACEMENTS** | **MY ACH**

- **WHAT'S NEW**
- **CLIENT COMMUNICATIONS**  
Calendar and website info...
- **CHANGE PASSWORD**
- **LOGOUT**
- QUESTIONS?**  
Contact Us

## Account Placement

**Non Perkins Account Information**  
(Based on the debt type you selected, this is a Non-Perkins Account. If this is not correct, hit the "Previous" button at the bottom of this screen)

\* indicates required fields  
? indicates helpful tip to complete the field

**Placement File Information**

\*Collection Cost will be assessed (check one): Yes ☐ No ☐

\* Written Agreement available or as otherwise permitted by Law (check one): Yes ☐ No ☐

\*Current Principal Balance:

Principle Past Due:

Interest Due:

Late Charges/Fees:

? Institutional Collection Cost (ICC):

\*Total Amount Placed:

Interest Rate %:

? Interest Through Date:  /  /   
(mm/dd/yyyy)

Minimum Payment Due:

? Date of Delinquency:  /  /   
(mm/dd/yyyy)

? Date of Last Payment:  /  /   
(mm/dd/yyyy)

? Separation Date:  /  /   
(mm/dd/yyyy)

These boxes will be required to be populated before a single account can be entered.

If you are placing accounts which are a Non-Federal debt type (Accounts/ Student Receivable, Tuition, Institutional, etc.), two questions must be answered regarding the assessment of collection costs before the account can be placed. If you answer "Yes" for the assessment of collection costs, a pop up message will appear.

---

# Popup Message for Collection Costs – Single Entry

- If you answer “Yes” to assessing collection costs for the single entry account, the popup message will read as follows:
  - *On behalf of the INSTITUTION, please calculate and add applicable collection costs to accounts on an individual basis, as permitted by controlling law. These costs have been added or assessed after legal review by the INSTITUTION of the appropriateness of these charges as they relate to contractual and statutory law. The INSTITUTION, by adding the collection costs, confirms that: (i) there is a promissory note or written debt agreement with the debtor and it specifically identifies the amount of the collection costs to be added; and (ii) collection costs are appropriate and have been added in accordance with the written debt agreement and applicable law.*
- You must click a box stating “I agree” or “I do not agree.”
  - If you agree, then the popup message disappears and you must answer question #2 about having a written agreement.
  - If you answer “No” to assessing collection costs, no popup message will appear.



---

# Popup Message for Written Agreement – Single Entry

- If you answer “Yes” to having a written agreement available or as otherwise permitted by law for the single entry account, the popup message will read as follows:
  - *Collection costs must be determined by the provisions of the Promissory Note/written agreement (electronic or hard copy) that created the debt or as otherwise permitted by applicable state and/or federal law and regulations applicable to the type of debt being collected. Such provisions must be in place at the INSTITUTION before adding or assessing collection costs.*
- You must click a box stating “I agree” or “I do not agree.”
- If you answer “No” to having a written agreement available or as otherwise permitted by law while you answered the previous collection costs question as “Yes”, the popup message will read as follows:
  - *Collection costs must be determined by the provisions of the Promissory Note/written agreement (electronic or hard copy) that created the debt or as otherwise permitted by applicable state and/or federal law and regulations applicable to the type of debt being collected. Such provisions must be in place at the INSTITUTION before adding or assessing collection costs.*
- If you answer “I do not agree”, your Dedicated Client Services Representative will reach out to you in an effort to better understand how collection costs should be assessed on the accounts to be placed.

# Single Entry Placements

The screenshot shows a web application interface for 'Account Placement'. On the left is a sidebar with links: 'CLIENT COMMUNICATIONS', 'CHANGE PASSWORD', 'LOGOUT', and 'QUESTIONS?'. The main content area is titled 'Account Placement' and contains a section for 'Non Perkins Account Information'. Below this, there are two columns of form fields. The left column contains personal and contact information for the person submitting the placement and the account holder. The right column contains financial and account details. A red box highlights the financial details section, with an arrow pointing to it from a text box that says 'Insert account information.'. Another red box highlights a small blue timer window that says 'Your session will timeout in 30 minutes', with an arrow pointing to it from a text box that says 'Window will advise you when your session will time out.'.

**Account Placement**

**Non Perkins Account Information**  
Please review information and click "Submit" to transmit your data.

Collection Cost will be assessed: Yes, I agree with the terms.

Written Agreement available or as otherwise permitted by Law: Yes, I agree with the terms.

Institution Name: Abc University

Person Submitting Placement: Jane Doe

Contact Phone Number: (513)555-5555

Contact E-mail Address: jdoe@abcuniversity.edu

Client Number: 012345

Account Holder's Last Name: SMITH

Account Holder's First Name: JOHN

Institution Account Number: 0123456789

Account Holder's SSN: 000-00-0000

Account Holder's Date of Birth: 04/01/1988

Account Holder's Address 1: 123 MAIN STREET

Account Holder's Address 2:

Account Holder's City: ANYWHERE

Account Holder's State: OH

Account Holder's Zip Code: 455550000

Account Holder's Home Phone: (513)555-5541

Account Holder's Cell Phone:

Account Holder's Work Phone:

Account Holder's Email:

Debt Type: TUITION

Referral:

Current Principal Balance: \$1,000.00

Principal Past Due: \$0.00

Interest Due: \$75.00

Late Charges/Fees: \$0.00

Institutional Collection Cost (ICC): \$0.00

Total Amount Placed: \$1,075.00

Cohort Year:

Interest Rate: 5.000%

Interest Through Date: 08/11/2014

Minimum Payment Due: \$100.00

Date of Delinquency: 05/01/2014

Date of Last Payment:

Separation Date: 03/01/2014

Comments:

Insert account information.

Window will advise you when your session will time out.

Once you answer the questions and attestations, you may proceed with entering the account information. As you enter the data, a moving timer will count down from 30 minutes to ensure your non-public information is protected. If you reach the full 30 minutes and have not completed your entries for the singular account, you will automatically be logged out for security purposes.

# Single Entry Placements

The screenshot shows a web application interface for 'Account Placement'. On the left is a sidebar with navigation links: 'CLIENT COMMUNICATIONS' (Calendar and website info...), 'CHANGE PASSWORD', 'LOGOUT', and 'QUESTIONS?' (Contact us). The main content area is titled 'Account Placement' and contains a section for 'Non Perkins Account Information'. It includes a warning to review information and click 'Submit' to transmit data. Below this is a form with various fields for personal and institutional information, followed by financial details like debt type, principal balance, and interest rates. At the bottom of the form are 'Submit', 'Cancel', and 'Edit' buttons. A red callout box with an arrow points to these buttons, containing the text: 'Ability to edit the information you provided prior to submitting for placement.'

**CLIENT COMMUNICATIONS**  
Calendar and website info...

**CHANGE PASSWORD**

**LOGOUT**

**QUESTIONS?**  
Contact us

### Account Placement

**Non Perkins Account Information**  
Please review information and click "Submit" to transmit your data.

Collection Cost will be assessed: Yes, I agree with the terms.

Written Agreement available or as otherwise permitted by Law: Yes, I agree with the terms.

Institution Name: Abc University

Person Submitting Placement: Jane Doe

Contact Phone Number: (513)555-5555

Contact E-mail Address: jdoe@abcuniversity.edu

Client Number: 012345

Account Holder's Last Name: SMITH

Account Holder's First Name: JOHN

Institution Account Number: 0123456789

Account Holder's SSN: 000-00-0000

Account Holder's Date of Birth: 04/01/1988

Account Holder's Address 1: 123 MAIN STREET

Account Holder's Address 2:

Account Holder's City: ANYWHERE

Account Holder's State: OH

Account Holder's Zip Code: 455550000

Account Holder's Home Phone: (513)555-5541

Account Holder's Cell Phone:

Account Holder's Work Phone:

Account Holder's Email:

Debt Type: TUITION

Referral: 1

Current Principal Balance: \$1,000.00

Principal Past Due: \$0.00

Interest Due: \$76.00

Late Charges/Fees: \$0.00

Institutional Collection Cost (ICC): \$0.00

Total Amount Placed: \$1,076.00

Cohort Year:

Interest Rate: 5.000%

Interest Through Date: 08/11/2014

Minimum Payment Due: \$100.00

Date of Delinquency: 05/01/2014

Date of Last Payment:

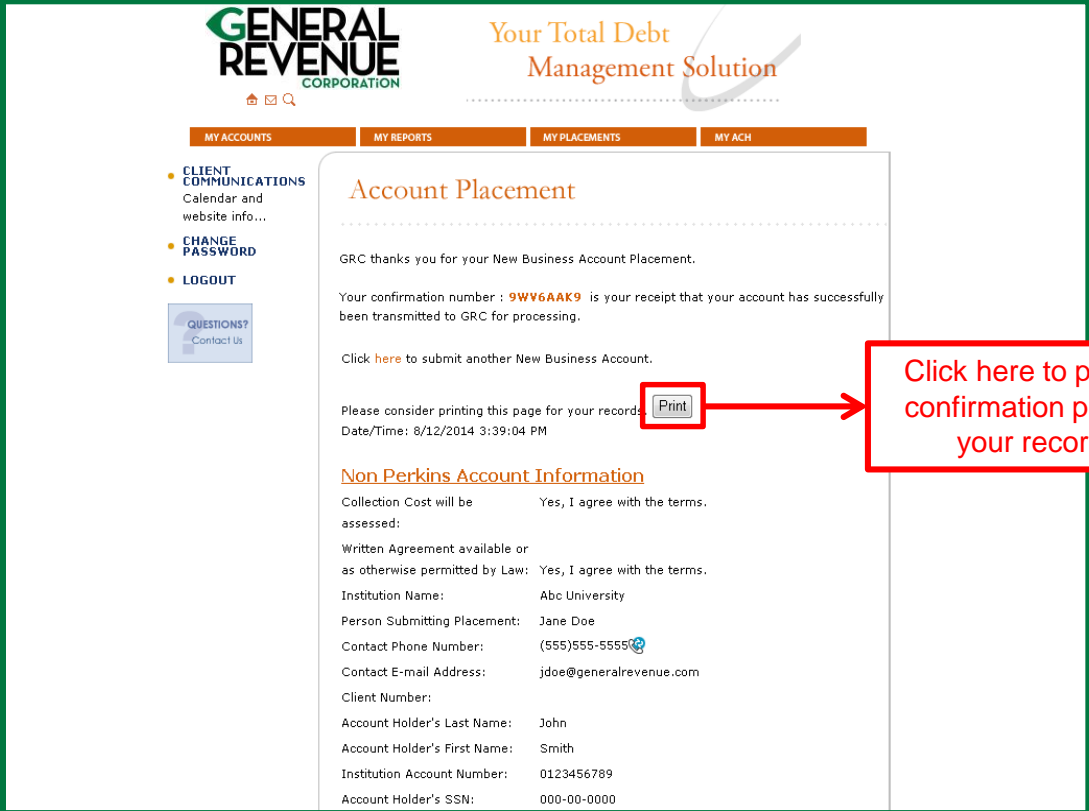
Separation Date: 03/01/2014

Comments:

Ability to edit the information you provided prior to submitting for placement.

Before you submit your account for placement, you will have the opportunity to review the information you entered and edit if necessary. Once you've verified all of the information is correct, click "Submit".

# Single Entry Placements



**GENERAL REVENUE CORPORATION**  
Your Total Debt Management Solution

MY ACCOUNTS MY REPORTS MY PLACEMENTS MY ACH

- CLIENT COMMUNICATIONS  
Calendar and website info...
- CHANGE PASSWORD
- LOGOUT

QUESTIONS?  
Contact Us

## Account Placement

GRC thanks you for your New Business Account Placement.

Your confirmation number : **9WY6AAK9** is your receipt that your account has successfully been transmitted to GRC for processing.

Click [here](#) to submit another New Business Account.

Please consider printing this page for your records. [Print](#)

Date/Time: 8/12/2014 3:39:04 PM

### Non Perkins Account Information

Collection Cost will be assessed:	Yes, I agree with the terms.
Written Agreement available or as otherwise permitted by Law:	Yes, I agree with the terms.
Institution Name:	Abc University
Person Submitting Placement:	Jane Doe
Contact Phone Number:	(555)555-5555
Contact E-mail Address:	jdoe@generalrevenue.com
Client Number:	
Account Holder's Last Name:	John
Account Holder's First Name:	Smith
Institution Account Number:	0123456789
Account Holder's SSN:	000-00-0000

A Confirmation Page will appear to acknowledge the submission of your single account placement, which you also have the ability to print for your records.

# Multiple Entry Placements

The screenshot shows the GRC website's 'Account Placement' page. The navigation bar at the top includes 'MY ACCOUNTS', 'MY REPORTS', 'MY PLACEMENTS', and 'MY ACH'. The left sidebar contains links for 'WHAT'S NEW', 'CLIENT COMMUNICATIONS', 'CHANGE PASSWORD', 'LOGOUT', and 'QUESTIONS? Contact Us'. The main content area is titled 'Account Placement' and contains the following text:

**If you are placing multiple accounts** [click here.](#)

GRC offers you the ability to place individual accounts online or multiple accounts by attaching an Excel spreadsheet. When using the single entry method, after completing each individual screen, please click "Continue" to advance to the next screen. Then click "Submit" to transmit your data.

Once you have completed the single entry form below, you will immediately receive a confirmation page acknowledging your account entry has been submitted and received by GRC.

Need Acrobat Reader to print this document?  
[Click here to download the Reader](#)

**Single Account Placement Form**

\* indicates required fields  
? indicates helpful tip to complete the field

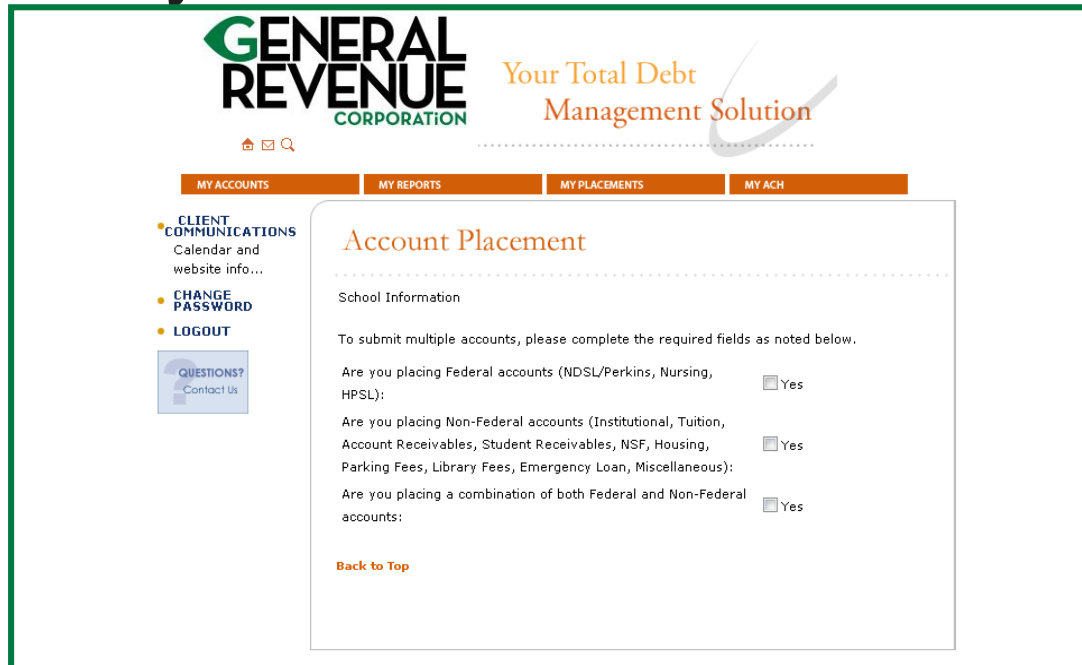
**School Information**

*Institution Name:	ABC University
*Person Submitting Placement:	Mary Sue Smith
*Contact Phone Number:	555 - 513 - 5039
Contact E-mail Address:	msmith@abcuniversity.edu
?Client Number:	100549

A red callout box with the text 'Click here if you wish to place multiple accounts.' points to the 'click here.' link in the 'If you are placing multiple accounts' section.

You are also able to place multiple accounts at once by going to the "My Placements" page and clicking the link on top of the page (as illustrated above). When selecting the multiple accounts functionality, you are able to upload an Excel spreadsheet which contains numerous accounts having the same parameters, i.e. debt type, referral, etc.

# Multiple Entry Placements



The screenshot shows the General Revenue Corporation (GRC) website interface. At the top, the GRC logo is on the left, and the tagline "Your Total Debt Management Solution" is on the right. Below the logo is a navigation bar with links for "MY ACCOUNTS", "MY REPORTS", "MY PLACEMENTS", and "MY ACH". On the left side, there is a sidebar with links for "CLIENT COMMUNICATIONS", "CHANGE PASSWORD", "LOGOUT", and "QUESTIONS? Contact Us". The main content area is titled "Account Placement" and contains a "School Information" section. This section includes a prompt to complete required fields and three questions with checkboxes for "Yes" or "No":

- Are you placing Federal accounts (NDSL/Perkins, Nursing, HPSL): ☐ Yes
- Are you placing Non-Federal accounts (Institutional, Tuition, Account Receivables, Student Receivables, NSF, Housing, Parking Fees, Library Fees, Emergency Loan, Miscellaneous): ☐ Yes
- Are you placing a combination of both Federal and Non-Federal accounts: ☐ Yes

At the bottom of the form, there is a "Back to Top" link.

Each time you place accounts with us under the multiple entry window, you will be required to answer one of the three following questions:

- ☐ Are you placing Federal accounts (NDSL/Perkins, Nursing, HPSL)?
  - ☐ Are you placing Non-Federal accounts (Institutional, Tuition, Account Receivables, Student Receivables, NSF, Housing, Parking Fees, Library Fees, Emergency Loan, Miscellaneous)?
  - ☐ Are you placing a combination of both Federal and Non-Federal accounts?
- If you answer with a "Y" for Federal accounts, you will be able to continue uploading your file.
  - If you answer with a "Y" for Non-Federal accounts, a pop-up message will appear as outlined on the next slide. These questions need to be answered to proceed with uploading your file.
  - If you answer with a "Y" for a combination of both Federal and Non-Federal accounts, a pop-up message will appear as outlined on the next slide. These questions need to be answered to proceed with uploading your file.

# Multiple Entry Placements

**CLIENT COMMUNICATIONS**  
Calendar and website info...

**CHANGE PASSWORD**

**LOGOUT**

**QUESTIONS?**  
Contact Us

## Account Placement

School Information

To submit multiple accounts, please complete the required fields as noted below.

Are you placing Federal accounts (NDSL/Perkins, Nursing, HPSL): ☐ Yes

Are you placing Non-Federal accounts (Institutional, Tuition, Account Receivables, Student Receivables, NSF, Housing, Parking Fees, Library Fees, Emergency Loan, Miscellaneous): ☒ Yes

Are you placing a combination of both Federal and Non-Federal accounts: ☐ Yes

**Placement File Information**

\*Collection Cost will be assessed (Check one): Yes ☐ No ☐

\*Written Agreement available or as otherwise permitted by Law (Check one): Yes ☐ No ☐

\*Institution: ABC University  
Name:

\*Person: Jane Doe  
Submitting Placement:

\*Contact: 555 - 555 - 5555  
Phone Number:

\*Contact E-mail: jdoe@abcuniversity.edu  
Address:

Comments:

To obtain/download a template for Federal accounts, click here: [Federal](#)

To obtain/download a template for Non-Federal accounts, click here: [Non-Federal](#)

To submit a placement file in any format, attach here:

If you are placing accounts which are a Non-Federal debt type (Accounts/Student Receivable, Tuition, Institutional, etc.), two questions must be answered regarding the assessment of collection costs before the accounts can be placed. If you answer “Yes” for the assessment of collection costs, a pop up message will appear.

---

# Popup Message for Collection Costs – Multiple Accounts

- If you answer “Yes” to assessing collection costs for the multiple entry of accounts, the popup message will read as follows:
  - *On behalf of the INSTITUTION, please calculate and add applicable collection costs to accounts on an individual basis, as permitted by controlling law. These costs have been added or assessed after legal review by the INSTITUTION of the appropriateness of these charges as they relate to contractual and statutory law. The INSTITUTION, by adding the collection costs, confirms that: (i) there is a promissory note or written debt agreement with the debtor and it specifically identifies the amount of the collection costs to be added; and (ii) collection costs are appropriate and have been added in accordance with the written debt agreement and applicable law.*
- You must click a box stating “I agree” or “I do not agree.”
  - If you agree, then the popup message disappears and you must answer question #2 about having a written agreement.
  - If you answer “No” to assessing collection costs, no popup message will appear.



---

# Popup Message for Written Agreement – Multiple Accounts

- If you answer “Yes” to having a written agreement available or as otherwise permitted by law for the multiple entry of accounts, the popup message will read as follows:
  - *Collection costs must be determined by the provisions of the Promissory Note/written agreement (electronic or hard copy) that created the debt or as otherwise permitted by applicable state and/or federal law and regulations applicable to the type of debt being collected. Such provisions must be in place at the INSTITUTION before adding or assessing collection costs.*
- You must click a box stating “I agree” or “I do not agree.”
- If you answer “No” to having a written agreement available or as otherwise permitted by law while you answered the previous collection costs question as “Yes”, the popup message will read as follows:
  - *Collection costs must be determined by the provisions of the Promissory Note/written agreement (electronic or hard copy) that created the debt or as otherwise permitted by applicable state and/or federal law and regulations applicable to the type of debt being collected. Such provisions must be in place at the INSTITUTION before adding or assessing collection costs.*
- If you answer “I do not agree”, your Dedicated Client Services Representative will reach out to you in an effort to better understand how collection costs should be assessed on the accounts to be placed.

# Multiple Entry Placements

The screenshot shows the 'Account Placement' form. On the left is a sidebar with links: CLIENT COMMUNICATIONS, CHANGE PASSWORD, LOGOUT, and QUESTIONS? Contact Us. The main form is titled 'Account Placement' and contains sections for School Information, Placement File Information, and contact details. Red callout boxes are overlaid on the form:

- A box on the left points to the 'Comments' field with the text: "Download our standard placement spreadsheet for convenience in placing accounts."
- A box on the right points to the 'Comments' field with the text: "Enter any special instructions to facilitate the loading of your accounts."

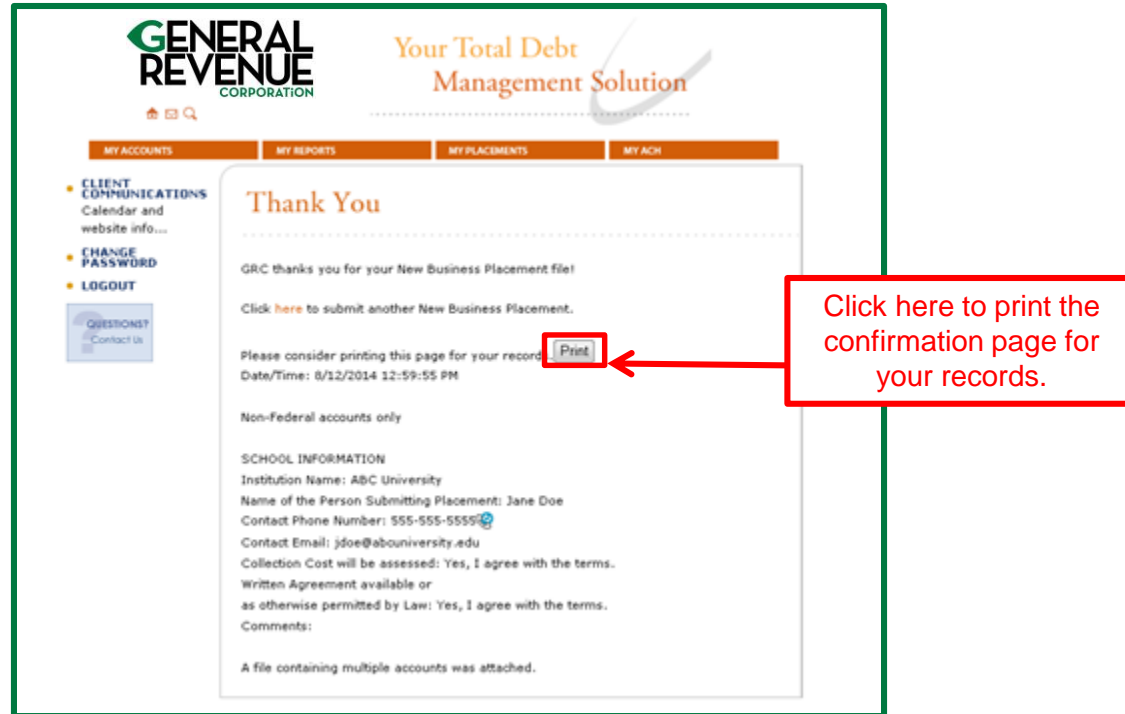
The form fields include:

- School Information:** Questions about placing Federal, Non-Federal, and combination accounts with Yes/No checkboxes.
- Placement File Information:** Questions about collection costs and written agreements with Yes/No checkboxes.
- Contact Information:** Fields for Institution Name, Person Submitting Placement, Contact Phone Number, and Contact Email.
- Comments:** A large text area for special instructions.
- Links:** Links to download templates for Federal and Non-Federal accounts.
- Upload:** A 'Browse...' button to attach a placement file.

Enter your Institution Name and your contact information so we may make outreach to you if we have questions. Please enter any special instructions in the "Comments" box.

We also have standard Placement File Templates available for your convenience for both Federal and Non-Federal accounts, however you can upload your own Customized Placement File layout if you prefer.

# Multiple Entry Placements



A Confirmation Page will appear to acknowledge the submission of your placement file, which you also have the ability to print for your records.

---

# GRC Office Information

This concludes the GRC User Guide Presentation for the “My Placements” section under the client portal located at  
[Generalrevenue.com](https://Generalrevenue.com)

We hope this User Guide was helpful by providing an overview of these sections of our website. The convenience of utilizing our website provides you with instantaneous access to your student borrower’s account information 24 hours, 7 days a week.

Our personnel, phone and email contact information is shown on the next two pages and we encourage you to contact us at your convenience.

Our client office hours are:  
Monday through Thursday  
8:00 AM to 6:00 PM EST  
Friday  
8:00 AM to 5:00 PM EST

***Thank you for your business!***  
***Phone: 800-234-1472. Fax 800-234-5035***



# Client Services Contact Information

Client Toll Free Numbers			
Phone: 800-234-1472, Option 2		Fax: 800-234-5035	<a href="http://Generalrevenue.com">Website: Generalrevenue.com</a>
Name	Title	Phone	Email Address
Jennifer Hamilton	Client Services Liaison Supervisor	800-234-1472, Extension 427344	<a href="mailto:Jennifer.Hamilton@generalrevenue.com">Jennifer.Hamilton@generalrevenue.com</a>
Angela Breving	Senior Client Services Representative	800-234-1472, Extension 427336	<a href="mailto:Angie.Breving@generalrevenue.com">Angie.Breving@generalrevenue.com</a>
Brandy Cordy	Senior Client Services Representative	800-234-1472, Extension 427354	<a href="mailto:Brandy.Cordy@generalrevenue.com">Brandy.Cordy@generalrevenue.com</a>
Nikki Crabtree	Client Services Representative	800-234-1472, Extension 427357	<a href="mailto:Nikki.Crabtree@generalrevenue.com">Nikki.Crabtree@generalrevenue.com</a>
Des Penno	Client Services Representative	800-234-1472, Extension 427304	<a href="mailto:Desiree.Penno@generalrevenue.com">Desiree.Penno@generalrevenue.com</a>
Sandie Morgan	Client Services Representative	800-234-1472, Extension 427440	<a href="mailto:Sandie.Morgan@generalrevenue.com">Sandie.Morgan@generalrevenue.com</a>

# Sales Executive Contact Information

Name	Title	Phone	Fax	Email Address
Denyc Perez	Director of Sales, Southwest Region	877-572-5543	888-888-3460	<a href="mailto:denyc.perez@generalrevenue.com">denyc.perez@generalrevenue.com</a>
Sue Jaquish	Director of Sales, East Region	800-836-1099	888-287-0640	<a href="mailto:sue.jaquish@generalrevenue.com">sue.jaquish@generalrevenue.com</a>
Daphne Ware-Brown	Director of Sales, Midwest Region	513-605-7454	800-234-5035	<a href="mailto:daphne.ware-brown@generalrevenue.com">daphne.ware-brown@generalrevenue.com</a>
Nick Heldman	Account Manager	513-605-7494 (Direct) 800-234-1472, ext. 427494	800-234-5035	<a href="mailto:nick.heldman@generalrevenue.com">nick.heldman@generalrevenue.com</a>

