



EXPRESSOPAY™

Transmission Notification

Please complete and fax this TRANSMISSION NOTIFICATION FORM to R&L at the same time as your transmission of EXPRESSOPAY via email.

Fax to R&L DataCenters: 908-479-1889

From: _____
(Contact Name)

Client Name: _____

Contact Phone: (____) _____

Client ID# _____

Date: _____ Check Date: _____

Time: _____ am / pm
(please circle)

Transmission ID: _____ (from EXPRESSOPAY Date Record)

Subject: EXPRESSOPAY Transmission

If your Expressopay transmission is received via email, no notification will be made by R&L.

If transmission is made (and TRANSMISSION NOTIFICATION FORM is faxed) prior to 3 pm on (a standard workday), and email transmission is not received within one (1) hour of the time indicated above, R&L will attempt to contact you at the number you have provided above. For transmission and fax made after 3 pm (and email transmission not received by day's-end), R&L will attempt to contact you the following work day).

If you have any questions regarding your transmission, please contact us at 908-479-1995.

R&L Use: Initials: _____

Comments: _____

Date & Time Client Contacted: _____

Resolution: (file resubmitted, etc.) _____

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