From: Works
To: Bielarski, Edward J
Subject: Bank of America WORKS - Tasks to perform
Date: Monday, November 14, 2016 4:52:16 PM

Please do not reply to the sender of this email. It is a system-generated email from the Works application used by your organization.

Read the message below regarding the Works application. If the message requests that you take an action in the application, a link may be included below the message to allow you easy access to the login screen.

A Notice From the Bank of America Merrill Lynch Works Application

EDWARD,

This report describes events which may imply the need for you to take action within the application. Please note, however, that the timing of this email depends on your configured email preferences, so that by the time you read this report you or someone else may already have taken any required actions.

The following transactions are awaiting your review and sign-off.
Quick link: https://payment2.works.com/works/sc/$cnZXq

Transaction	Cardholder	Card Name	Amount	Posted	Last 4
TXN00117013	ROBIN BAXLEY	ROBIN L BAXLEY	$30.00	2016-11-10	3600
TXN00117032	MARGARET CRAWFORD	MARGARET A CRAWFORD	$10.00	2016-11-11	3612

Log into Works 4 at: http://www.bankofamerica.com/worksonline

Works is a registered trademark of Bank of America Merrill Lynch.