From: Works
To: Bielarski, Edward J
Subject: Bank of America WORKS - Tasks to perform
Date: Wednesday, March 01, 2017 5:33:22 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 Amount	Cardholder Posted	Card Name Last 4
TXN00120533 $26.25	THOMAS BROWN 2017-02-27	THOMAS R BROWN 0298
TXN00119484 $91.99	ROBIN BAXLEY 2017-01-30	ROBIN L BAXLEY 3600
TXN00119506 $200.00	ROBIN BAXLEY 2017-01-30	ROBIN L BAXLEY 3600
TXN00119609 $11.50	DAVID BEAULIEU 2017-02-01	DAVID E BEAULIEU 0757
TXN00119849 $30.00	ROBIN BAXLEY 2017-02-08	ROBIN L BAXLEY 3600
TXN00120029 $10.00	MARGARET CRAWFORD 2017-02-13	MARGARET A CRAWFORD 3612

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

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