



Contact Series Definition – An automated series of letters and/or dialer phone calls

- The Contact Series allows you to automate by number of days the:
- Assigning of accounts to the dialer.
- Sending letters based on the existence of a phone number.
- Closing of accounts.
- Designating Pre-collection accounts.
- Reporting of accounts to the credit bureau.

NOTE: Credit reporting is only managed with the initial Contact Series assigned to the account at placement.

Contact Series Definition

Company name IOU OWE-IT COLLECT SERVICES, INC. RMEx
 Contact series AD Description TEST CONTACT SERIES

Seq#	Days after prior seq#	--- A U T O D I A L L E R ---			-- L E T T E R S --	
		Opening script#	Closing script#	Message#	Letter code	Send with phones-Y
1.	1 *	8	9		01	Y
2.	39				PT	Y
3.	50	8	9		FD	Y
4.						
5.						
6.						
7.						
8.						

Days to wait after final sequence number 30 Credit reporting delay 45

Close account after completion (Y,A) Y Close code 6 Secondary 74

Maximum link balance for close 5000.00 Pre-collect (Y) to seq#

F1-New Selection F2-Notes F3-Search F7-Exit



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- The Contact Series also allows you to:
- Control whether a collector or house should get credit while the account is in the series.
- Charge a Client commissions while the account is in the series.
- Apply a Smart Code when the series ends.
- Send 1 letter to the debtor when multiple accounts are placed on the same day.
- Control whether the accounts in this series should present to the collectors to be worked.

Contact Series Definition (Continued)

Company name	IOU OWE-IT COLLECT SERVICES, INC. RMEEx		
Contact series	AD	Description	TEST CONTACT SERIES
Give credit to collector (Y)	<input checked="" type="checkbox"/>		
House collector to receive credit	<input type="checkbox"/>		
Days with no client commission	<input type="text" value="5"/>		
Stop series after a payment (Y)	<input type="checkbox"/>		
Stop series after first sequence (Y)	<input type="checkbox"/>	if max. balance is less than	<input type="text" value=".00"/>
Smart Code override while in series	<input type="text"/>		
Apply Smart Code at the end of series	<input type="text" value="225"/>	Override	<input type="text" value="ABCD"/>
Limit letters generated per day (Y,C)	<input type="text" value="C"/>		
Use calendar days for next sequence (Y)	<input type="checkbox"/>		
Include in account processing (Y)	<input checked="" type="checkbox"/>	Delete (D)	<input type="checkbox"/>

F1-New Selection
F3-Search
F7-Exit