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TDD 711

Date: September 21, 2015

To: Property Managers

From: Cathy Armstrong

In Re: Reordering Deposit Slips

In the future, when reordering deposit slips, you will simply need to send a **FAX** including your property name and account number to Farmers Bank to the attention of:

Debbie West (502) 227-1680

DO NOT order online or send any reorder forms directly to Deluxe or other printers, this will result in a billing charge for deposit slips (\$100-\$200). Keep your fax confirmation and note on your calendar fifteen (15) working days. If you have not received your deposit slips by that date, contact me and I will check on the order. **Hold onto this memo for future reference.**

Thanks for your help in this matter.

Carmstrong@franklinasset.net

(502) 491-2422 ext 128