



12/29/09

RE: Cingular / AT&T Mobility Check Payments

Dear valued client,

We have been notified that Cingular / AT&T Mobility is no longer accepting checks as a method of payment for their bills. The next DCS software release will include an automatic update to your BPS software to restrict check payment entry. In the interim, please follow the steps below to set the appropriate check payment entry restriction in your BPS software.

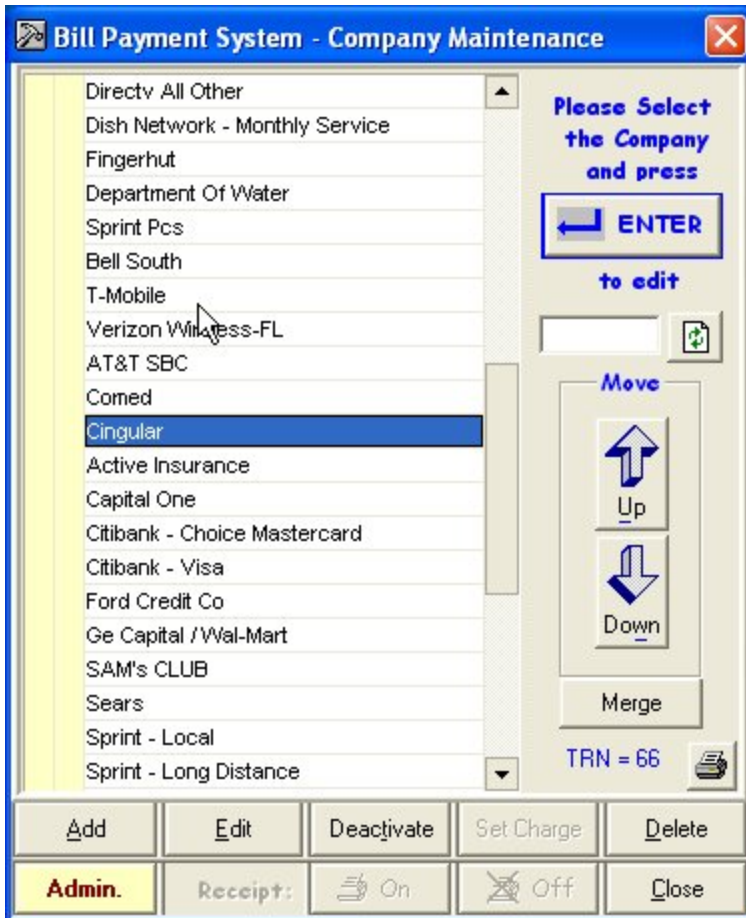
- 1) Have a manager with the appropriate security rights login to your BPS program:



- 2) Click the '**Company Setup**' option



- 3) From the '**Company Maintenance**' screen, click the '+' button next to the "**Product: Bill Payments**" option and double click on **Cingular**



- 4) Uncheck the "Accept Personal Checks" option and then click on **Save** to save your changes.

**Add/Edit BPS Company**

Company Name: Cingular

**Account Number**

Name: Account &Number  
Mask: 999999999  
Number Of Significant Characters: 0

**Note:** Use "&" in Account And Custom Account Name To Signify HOT Keys (see manual for more information)

**Input Options**

- Primary Account Double Entry
- Account Number Mandatory
- Accept Personal Checks
- Print Receipt
- Include Fee On Receipt

**Biller List**

| Biller Name | Upload                              |
|-------------|-------------------------------------|
| Cingular    | <input checked="" type="checkbox"/> |

**Upload Options**

- Do NOT Upload
- Upload To Firstech (Utility Bills)

Buttons: Add, Edit, Deactivate, Delete

Footer: Enter - Save, ESC - Cancel, 1 business day processing, Save, Cancel

5) The option to accept checks will no longer be available on the payment entry screen

Thank you for your attention in this matter.

-The DCS team