



# New Updates in DDI-Connect™

2016 User Group Conference

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# Table of Contents

- Year in review
- Request for change
- New feature highlights in DDI-Connect™



# Year in Review

- 2,790 support requests **resolved** since May 2015
- 484 programming changes completed since May 2015
- 3 new organizations added to the DDI-Community
- 73 days onsite training and consulting by DDI Staff.



# Client Support Staff

- Patrick McHugh, Client Support Supervisor
- Courtenay Brown, Lead Support Analyst
- Kyle Bieda, Implementation Specialist
- Toni Blackwelder, Support Analyst
- Regina Coleman, Support Analyst
- Tony Gawarecki, Operations Team Lead
- Chad Welsh, System Administrator
- Pam Bostic, Senior Programming Analyst
- Al Gomez, Senior Programming Analyst
- Areca Everage, Programming Analyst/Project Manager





# Online Changes Highlights

2015-2016

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# Online Changes

- 30+ New Online Message Options
- Loan & Investment Principal and Interest Breakdown
- Username same as email option
- Loan Payment & Investment Deposit Days
- Disable Profile Option



Online Access  
Control

# Online Changes: New Messages

- For information on the 30+ New Messages, attend Kyle's presentation "Customize Online Access".
  - Day/Time



# Online Changes: Investment Interest Column

## Investment Transactions All... ▾

Transaction Number	Date	Description	Principal Amount	Interest Amount	Balance
2372160	05/31/2015	Pay investment interest by bank wire	\$0.00	\$45.21	\$62,000.00
2366982	04/30/2015	Pay investment interest by bank wire	\$0.00	\$45.21	\$62,000.00
2361748	03/31/2015	Pay investment interest by bank wire	\$0.00	\$45.21	\$62,000.00
2356461	02/28/2015	Pay investment interest by bank wire	\$0.00	\$45.21	\$62,000.00
2351242	01/31/2015	Pay investment interest by bank wire	\$0.00	\$45.21	\$62,000.00
2339215	12/31/2014	Pay investment interest by bank wire	\$0.00	\$45.21	\$62,000.00
2333851	11/30/2014	Pay investment interest by bank wire	\$0.00	\$45.21	\$62,000.00
2328445	10/31/2014	Pay investment interest by bank wire	\$0.00	\$45.21	\$62,000.00
2323078	09/30/2014	Pay investment interest by bank wire	\$0.00	\$45.21	\$62,000.00
2317904	08/31/2014	Pay investment interest by bank wire	\$0.00	\$45.21	\$62,000.00



# Online Changes: Loan Interest Column

## Loan Transactions

Transaction Number	Date	Description	Total Amount	Interest	Principal	Balance
2376222	06/08/2015	Regular loan payment	\$2,558.00	\$209.16	\$2,348.84	\$188,889.46
2371062	05/31/2015	Regular loan payment	\$2,558.00	\$817.86	\$1,740.14	\$191,238.30
2365818	04/30/2015	Regular loan payment	\$2,558.00	\$798.69	\$1,759.31	\$192,978.44
2360603	03/31/2015	Regular loan payment	\$2,558.00	\$832.63	\$1,725.37	\$194,737.75
2355316	02/28/2015	Regular loan payment	\$2,558.00	\$758.94	\$1,799.06	\$196,463.12
2350109	01/31/2015	Regular loan payment	\$2,558.00	\$1,282.13	\$1,275.87	\$198,262.18
2337803	12/15/2014	Regular loan payment	\$2,558.00	\$413.59	\$2,144.41	\$199,538.05
2332478	11/30/2014	Regular loan payment	\$2,558.00	\$834.24	\$1,723.76	\$201,682.46
2327192	10/31/2014	Regular loan payment	\$2,558.00	\$869.21	\$1,688.79	\$203,406.22
2322028	09/30/2014	Regular loan payment	\$2,558.00	\$848.18	\$1,709.82	\$205,095.01
2316912	08/31/2014	Regular loan payment	\$2,558.00	\$883.55	\$1,674.45	\$206,804.83
2311793	07/31/2014	Regular loan payment	\$2,558.00	\$890.62	\$1,667.38	\$208,479.28
2306664	06/30/2014	Regular loan payment	\$2,558.00	\$868.82	\$1,689.18	\$210,146.66
2301519	05/31/2014	Regular loan payment	\$2,558.00	\$904.78	\$1,653.22	\$211,835.84
2296449	04/30/2014	Regular loan payment	\$2,558.00	\$1,699.63	\$858.37	\$213,489.06

# Online Changes: Username Option

**Web Settings**

Web Settings for Org 901 - DDI Demo for Church Extension Funds

User IDs | Passwords | Email

Maximum number of characters: 55

Minimum number of characters: 6

Allowed characters:

Do NOT allow the username to be part of the email address.

# Online Changes: Loan Payment & Investment Deposit Days, Profile Option

**Online-CEF Settings**

Base Settings | **Options** | Emails

Enabled Features:

- Investment purchases  
Require investment deposits to be at least: 0 days in the future.
- Manage recurring investment settings

Recurring Investment Frequencies

- Bimonthly (every two months)
- Biweekly (every two weeks)
- Daily
- Monthly
- One time
- Each period
- Quarterly (every three months)
- Semiannually (twice a year)
- Semimonthly (twice a month)
- Weekly

Recurring Investment Dates

- (All dates)
- 1st
- 2nd
- 3rd
- 4th
- 5th
- 6th
- 7th
- 8th
- 9th

- Online loan payments  
Apply approved loan payments: Automatically
- Require loan payments to be at least: 0 days in the future.
- Allow loan payments to be post-dated: 10 days.

Show Profile Screen

Display:  Gender  Ethnicity  Denomination  Marital status

# Online Changes: Loan Payment & Investment Deposit Days, Profile Option

## Investment Deposit: Fund Investment by EFT

50.00 will be withdrawn from the following bank account and deposited in  
Plus Note - \$50.00 minimum \*.

Date of withdrawal: 03/18/2016



		March, 2016								
		S	M	T	W	T	F	S		
10	28	29	1	2	3	4	5			
11	6	7	8	9	10	11	12			
12	13	14	15	16	17	18	19			
13	20	21	22	23	24	25	26			
14	27	28	29	30	31	1	2			
15	3	4	5	6	7	8	9			

Cancel

Welcome . . . Tom Testing

MY PROFILE LOGOUT

WELCOME ACCOUNTS STATEMENTS CONTACT US

Account Settings Personal Information

Name: Tom Testing  
User ID: tambler12  
Last login: Friday, March 18, 2016  
Last logout: Monday, February 22, 2016  
Last password change: Wednesday, September 11, 2013



# Fundraising Highlights

2015-2016

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# Fundraising Updates

- Giving Goal Import
- Giving Goal Statement
- Yearly Statement

# Fundraising Updates: Giving Goal Import

FR504 - Giving Goals Import

Import mapping: (No import mappings exist) ...

Import file: [Browse]

Processing values

Selection mode:  Constituents  Accounts

Only create new giving goals (do not update existing goals)

Posting values

Process giving goals

Create export file

Start Print Options Cancel

FR504 Entity: DDI Business dt: 06/22/2015 CAPS

Import Table Mapping

\* Add Edit Delete Save Undo

Mappings Fields

Description

Mapping name:

File format: (Select) Record length: 0

Header row

XML table node: XML row node:

OK

# Fundraising Updates: Giving Goal Statement

FR227 - Gift Statements

Date range - from: 01/01/2015 thru: 06/30/2015

Selection mode:  Constituents  Accounts

Select constituent:

Region:

Promo type:

Promo src:

Desig 1:

Desig 2:

Include giving goals

Create statements

Correspondence method:

Form code:

Start Print Options Cancel



DDI Church  
101 W Ohio St  
Indianapolis, IN 46240

## GIFTS STATEMENT

Statement Date	October 1, 2015
Congregation Number	012345
Congregation Name	DDI Church
Page	1 of 2

Thank you for your continued support to the Synod and its ministries

## ACCOUNT SUMMARY (CURRENT MONTH)

MISSIONS SUPPORT	\$1,234.50
SYNOD MINISTRIES	\$10,123.40
CHURCHWIDE MINISTRIES	\$234.50
OTHER	\$50.43
<b>TOTAL GIFTS</b>	<b>\$112,258.65</b>



Finally, there is a gift that no child will outgrow.

MIF4KIDZ lets you invest in a child's future.

## ANNUAL GIVING GOALS

Description	Amount Pledged	Paid to Date	Remaining Balance	Percent of Pledge Met
Mission Support	\$10,000.00	\$7,500.00	\$2,500.00	75%
Synod Ministries	\$3,000.00	\$1,500.00	\$1,500.00	50%
Churchwide Ministries	\$5,000.00	\$2,900.00	\$2,100.00	58%
Other	\$0.00	\$1,000.00	\$0.00	350%
<b>TOTALS</b>	<b>\$31,000.00</b>	<b>\$24,900.00</b>	<b>\$6,600.00</b>	<b>80%</b>



# Fundraising Updates: Yearly Giving Statement

FR247 - Year End Statements

Selected accounts:

Tax year: 2016

Date range: 03/03/2016 thru: 03/03/2016

Cutoff amount: 0.00

Include AI codes:

Exclude AI codes:

Include presbytery:

Exclude presbytery:

Include presbytery:

Exclude presbytery:

Exclude item types:

Form:

Include gift descriptions on statements

Show gift detail

Start Print Options Cancel

FR247 Business dt: 03/03/2016 CAPS



Statement of Giving

The Reverend Jacob B. Vogel  
5701 Chirrapakin  
Laurens, SC 29360

Tax Year: 2012  
Giving Period: 1/1/2012 through 12/31/2012

Statement Date: 1/1/2012  
Constituent ID: 74298

Dear Pastor

Thank you for your giving, which qualifies for tax deductibility as allowed by law.

Date of Gift	Amount	Description
1/1/012	\$110.00	CANTON CROP HUNGER WALK
1/1/012	\$1,200.00	PROVIDING WHAT IS MOST NEEDED
1/1/012	\$500.00	PROVIDING WHAT IS MOST NEEDED
1/1/012	\$1,500.00	AFRICA WHAT IS MOST NEEDED
2/7/012	\$1,200.00	*** SAMPLE OF DESCRIPTION OVERRIDE USING 'USE IN RECEIPT LETTER' FLAG ***
2/7/012	\$500.00	PROVIDING WHAT IS MOST NEEDED
2/14/012	\$1,500.00	AFRICA WHAT IS MOST NEEDED
2/25/012	\$999.99	BARRY COUNTY SNOWSHOE SPECIAL
2/25/012	\$225.00	FREER CROP HUNGER WALK
3/3/012	\$275.00	ARCADIA CROP HUNGER WALK
3/14/012	\$1,340.00	ST. CLOUD CROP HUNGER WALK
3/18/012	\$1,200.00	PROVIDING WHAT IS MOST NEEDED
3/18/012	\$500.00	PROVIDING WHAT IS MOST NEEDED
3/23/012	\$1,500.00	AFRICA WHAT IS MOST NEEDED
4/1/012	\$3,830.00	JOHNSON COUNTY CROP HUNGER WALK
4/5/012	\$1,200.00	PROVIDING WHAT IS MOST NEEDED
4/5/012	\$500.00	PROVIDING WHAT IS MOST NEEDED
4/23/012	\$1,500.00	AFRICA WHAT IS MOST NEEDED
5/1/012	\$5,913.00	BROOKFIELD CROP HUNGER WALK
5/1/012	\$1,200.00	PROVIDING WHAT IS MOST NEEDED

# Fundraising Updates

- For more information on these Fundraising Updates, attend Kyle & Courtenay's presentation "Fundraising in DDI-Connect".
  - Day/Time





# Investment & Loan Highlights

2015-2016

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# Multiple ACH: Investments

**Investment Maintenance**

Inv #: 122214

Account: 000001379

Account Name/Address Block

Yellow River AMEZ Church  
Mr Thomas E Ambler  
Mrs Rachel L Ambler  
6201 Strathmore Dr  
Bremerton, WA 98337

Settings | Payments | Methods | Support | **ACH**

Autopayments Scheduled							
Status	Next Dt	Frequency	Amount	ABA Num	Bank Acct	Bank Name	Acct Type
Active	06/30/2015	Monthly	500.00	74000010	5682147	Chase	Checking
Active	06/15/2015	Monthly	350.00	123123123	12345	PNC	Checking

Active  Inactive

Deposit frequency: Monthly

Next deposit date: 06/30/2015

Deposit amount: 500.00

Deposit account: ACH CHK Ch

[Add](#) [Edit](#) [Delete](#)

2

# Multiple ACH: Loans

Add Edit Delete Save Undo Exit

Loan Setup Correspondents ACH Payments Account Memos

ACH Autopayments Scheduled for Loan #11524

Status	Next Dt	Frequency	Amount	ABA Num	Bank Acct	Bank Name	Acct Type
Active	06/30/2015	Monthly	1,000.00	74000010	Chase	Chase	Checking
Active	07/15/2015	Monthly	4,000.00	123123123	123456	PNC	Checking

Autopay option:

Autopay frequency:

Next autopay date: 06/30/2015

Autopay amount: 1,000.00


Autopay account: ACH CHK Ch

1

# Multiple ACH: Account Level

New Constit. Address Delete Save Undo Create Processes View Options Exit

**Account** **EFT Setup** Borrower Online Access Memos

Account: 990006879  **St. Johns AMEZ Church**

PIN	Name	Tax ID	Tax	Addr	Ben	Relation	Status
1 000330045	St. Johns AMEZ Church	12-3456789	.	.			

AI codes: LOAN

**Address** Contacts

**Home address**

Address: 5799 Nash Ct  
 Country: United States  
 ZIP: 11221  
 City: Brooklyn ST: NY  
 County: KING: Kings

**Account** **EFT Setup** Borrower Online Access Memos

**EFT Records for Account: 990006879 - St. Johns AMEZ Church**

ABA #	Bank Acct	Description	Type	Format	Status
074000010	Chase	Chase	Checking	ACH	Active
123123123	123456	PNC	Checking	ACH	Active

Bank name: Chase

ABA (Routing) number: 074000010

Bank account: Chase

Bank account description: Chase

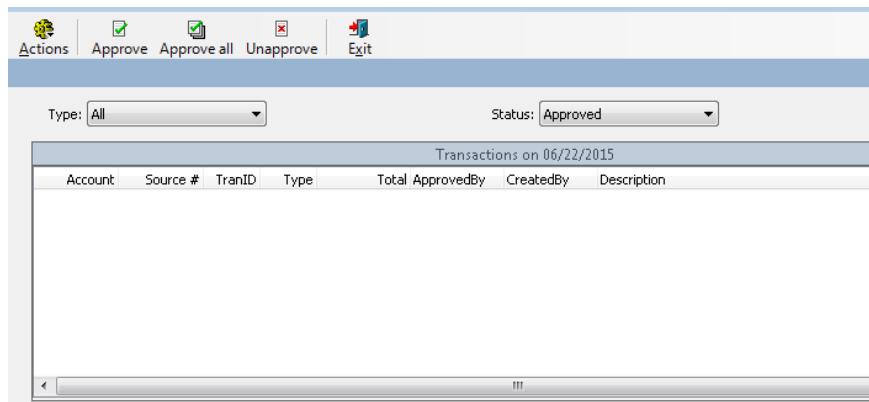
Account type:  Checking  Savings

Status:  Inactive  Require pre-note

Format:

Bank Template ID:

# IL187 – Approvals



- Complete Overhaul of Investment, Loan, LOC, & Portfolio Approvals
- Approvals can now be enabled for any transaction Code
- One screen for all Financial Services Approvals.

# IL246 – New Investment Maturity Options

### Investment Maintenance

Inv #: 80292  
Account: 000001502

Account Name/Address Block  
Bright Creek Christian Church  
P O Box 668  
Richmond, VA 23222

Settings | Payments | Methods | Support | ACH

Payment code: 02 - Compound, Semi-Annually  
Renew pay code: 02 - Compound, Semi-Annually

### Investment Maintenance

Inv #: 80292  
Account: 000001502

Account Name/Address Block  
Bright Creek Christian Church  
P O Box 668  
Richmond, VA 23222

Settings | Payments | Methods | Support | ACH

Interest computation: 0 - 30 day month / 360 day year  
Issuance method: 00 - Send Note  
Premium method: 00 - None  
Redemption method: 50 - Redeem investment, No action  
51 - Redeem investment via Check  
52 - Redeem investment via EFT to Checking  
53 - Redeem investment via EFT to Savings  
56 - Renew investment into same Inv Type  
57 - Renew investment into other Inv Type



# IL261 – Process Registrations

IL261 - AdminPartners - Process Registrations

Import file:

Import mapping: Registration (Comma delimited)

Values to apply to new constituents

Affiliate PIN:

Relationship:

AI Codes:

Source:

Values to apply to new investors

Account ownership:

IRA type:

Values to apply to new investments

Description:

Investment type:

Purchase date: 03/29/2016

Payment code: 03 - Compound, Quarterly

Renew payment code: 03 - Compound, Quarterly

Interest computation: 2 - actual #days in mth/ actual #days in yr

Convert upper to mixed case

Create export file

Update

Start Print Options Cancel

IL261 Business dt: 03/29/2016 CAPS

- Creates the Name/Address Record from a Spreadsheet
- Creates an Investor Account
- Creates an Investment

# IL262 – Process Deposits

IL262 - AdminPartners - Process Deposits

Import file:

Import mapping: Deposits (Comma delimited)

Cash Receipt - Processing values

Batch date: 03/29/2016

Post to bank account: DEBIT CLIENT - Pacific Mercantile Bank

Batch total: .00

Cash Receipt - Posting values

Create cash batch

Post investment deposits

Create export file

Start Print Options Cancel

IL262 Business dt: 03/29/2016 CAPS

- Auto Processes Investment Deposits from a Spreadsheet

# Investment Round Table

- For more information on Investment options, see “Investment Round Table” hosted by Chris Clark from Disciples Church Extension Fund and Pat McHugh from DDI.
  - Day/Time





# Cash Receipting Highlights

2015-2016

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# Loan Payment – Auto Pay Flag

Account: 990045785      Refund payee: Borrower

4901 Melville Dr  
Sacramento, CA 95825

ST. PAULS ASSEMBLIES OF GOD  
4901 MELVILLE DRIVE  
SACRAMENTO, CA 95825

Loan #: 13890      Check balance: 1,000.00

Payment amount: 1,000.00      Regular payment: 6,164.00      Status: 02

Effective date: 06/22/2015      Due date: 07/01/2014      Next due: 07/01/2014

Payment type: Regular Payment       Autopay?      Estimate

Prioritization: Reserve/Interest/Principal

Extra amount: Leave unprocessed

Balance	Due	Paid	New balance
Reserve: 0.00	0.00	0.00	0.00
Interest: 53,941.46	53,941.46	1,000.00	52,941.46
Principal: 779,597.99	0.00	0.00	779,597.99
Late fee: 0.00	0.00	0.00	0.00
Misc fee: 0.00	0.00	0.00	0.00

Remaining cash: 0.00      Total paid: 1,000.00

Refund: 0.00

# Instant Transaction Receipt & Check Payout

Base Settings | Check Wording | General Ledger | Journal | Penalty/Withhold | Approvals

Notice Method: Matrix Method

Variable Rate Note Basis: 5.2097

IRA Fee Method: None

Interest Payment Method: Based on current month

Redemption Method: No Action Taken

Issuance Method: Send Note

Note Amount Format: \$>>, >>>, >>>.99

Note Rate Format: 29.9999

Print Countersignature

Pay In Purchase Month

Allow Weekend Usage

Detailed Investment Status

Uses Renewal Logic

IRA Details

Accrue After Maturity

Allow time of transaction checks and receipts (DEMAND only)

- Demand Accounts
- Investment Payout
- Investment Purchase

# Check Cashing & Cash Processing

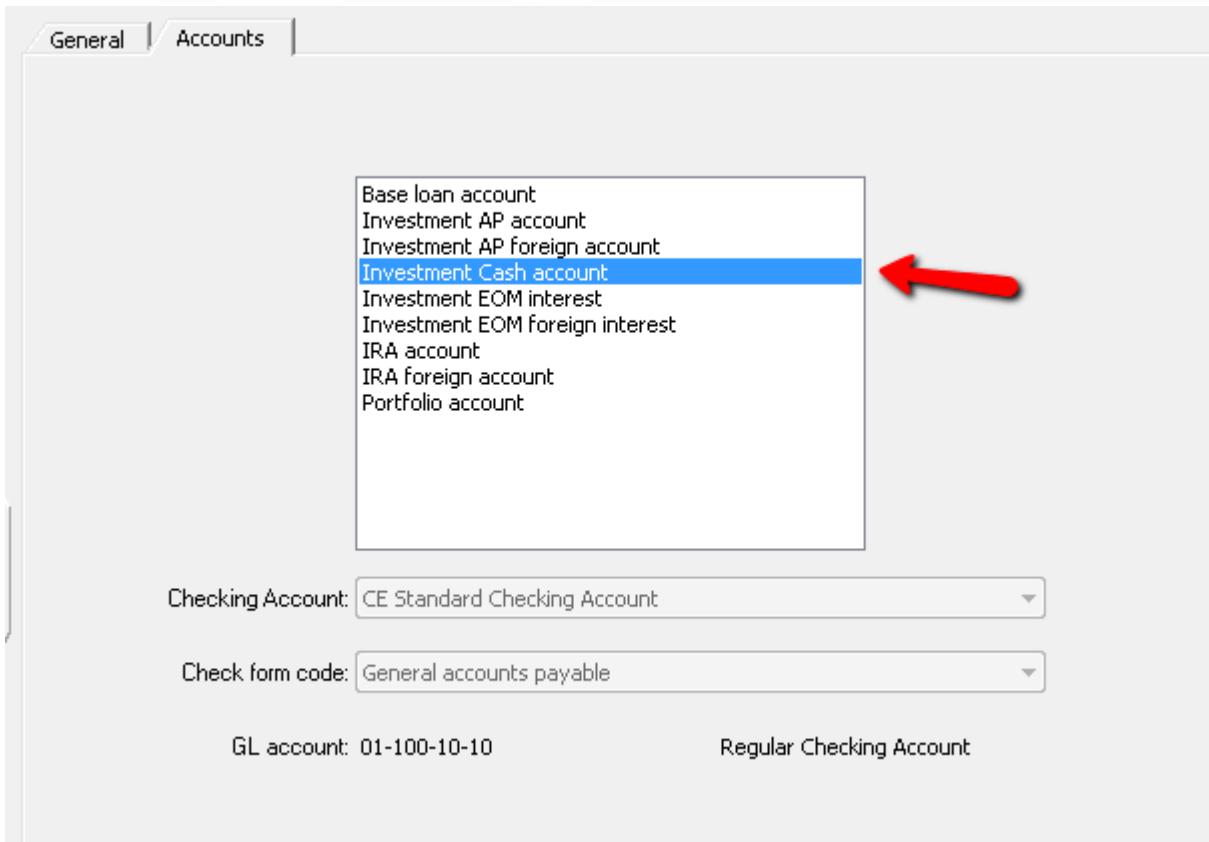
General | Accounts

Base loan account  
Investment AP account  
Investment AP foreign account  
**Investment Cash account**  
Investment EOM interest  
Investment EOM foreign interest  
IRA account  
IRA foreign account  
Portfolio account

Checking Account: CE Standard Checking Account

Check form code: General accounts payable

GL account: 01-100-10-10      Regular Checking Account



- Check Cashing
- Investment Payout
- Investment Purchase

# IL301 – Daily Deposit Report

IL301 - Daily Deposit Control Report

Base date: 06/22/2015

Sort mode: Checking Account

Start Print Options Cancel

IL301 Business dt: 06/22/2015

03/30/2016 8:50 AM EDT DDI Demo for Church Extension Funds  
 IL301 Daily Deposit Control Report  
 Deposit Listing for Business Date: 06/22/2015 - Sort Method: Checking Account

- Sort By Checking Account
- Added Internal Transfers

Type	Item #	Adjusted	Entered	Batch	Cashier	Check Acct	Status
Check	123	\$45.00	\$45.00	19059	kbieda	00	
		\$45.00	\$45.00				
Check	566	\$1,000.00	\$1,000.00	19061		01	Unprocessed
		\$1,000.00	\$1,000.00				
Check	1234	\$5,000.00	\$5,000.00	19060		31	Unprocessed
Check	4567	\$5,055.00	\$5,055.00	19060		31	Unprocessed
Check	9876	\$879.00	\$879.00	19060		31	Unprocessed
		\$10,934.00	\$10,934.00				
		\$11,979.00	\$11,979.00				





# Name/Address & System Highlights

2015-2016

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# NA255 – Memo Import

- Great for Contact Management!

NA255 - Memo Import

Import mapping: Test (Excel spreadsheet)

Import file:

Processing values

Module:

Memo record code:

Posting values

Import memos

Create export file

Start Print Options Cancel

NA255 Entity: DDI Business dt: 06/22/2015 CAPS

	A	B	C
1	Primary ID	Memo Code	Memo
2	1234	Follow Up	Talked to Susie on 3/29 and asked her to send in a new ACH authorization form Called Lonna to let her know that we sent her bank the \$5000.00 wire and she would be accessed a \$25 fee.
3	5642	Completed	John mentioned on the conference call that his daughter is getting married in July 2016. Tell him congratulations when you talk to him.
4	5632	Completed	

# New Memo Fields

The screenshot shows a software interface for creating a memo. At the top, there are tabs for "Memos" and "All Attachments". Below this is a table with columns for "Entered on", "Category", "Code", and "Memo". The table is currently empty. Below the table, there are several input fields and dropdown menus. A red box highlights a group of fields: "Date occurred:" (text input), "Type:" (dropdown menu with "(None)" selected), "Person responsible:" (text input), and "Primary contact:" (dropdown menu with "(None)" selected). Another red box highlights the "Subject:" (text input) and "Topics:" (text input) fields. At the bottom, there are tabs for "Memo Text" and "Attachments".

- Date Occurred
- Type
- Person Responsible
- Primary Contact
- Subject
- Topics

# CRM Name/Address Search

**Name/Address Inquiry**

PIN:  Tax ID:  Name:

Acct type:  Zip code:  thru:

AI codes:  City:  State:  Region:

Country:  Area:

PIN	Name	Address	Phone
1508771	Smith A. V (Mr)	864 Skone Way, Nashville, TN 37204	
1478008	Smith Alberta (Mrs)	2150 Huntington Ave, Hugo, OK 74743	
1037690	Smith Allen D (Mr)	PO Box 7894, Tustin, CA 92780	(714)586-0465
1031218	Smith Allen L (Mr Sr)	53 Britannia Ct, Cedar Hill, TX 75104	
990027809	Smith		(318)510-5401
1480547	Smith		(541)659-1009
1033133	Smith		(606)536-0789
1530403	Smith		(301)328-5701
1030053	Smith		(316)665-8914
1002906	Smith		
990057060	Smith		
1517452	Smith		
1022933	Smith		
990014369	Smith		(503)826-0001
1024060	Smith		
1477019	Smith		(314)976-4755
1517295	Smith		
990045037	Smith		(816)367-8943
1010573	Smith		(330)934-5211
990049106	Smith		(204)391-7639
1023882	Smith		
1539146	Smith		
1490933	Smith		
1014462	Smith		(606)634-6986
1028529	Smith		*DECEASED*
990043661	Smith		(765)943-8667
990020941	Smith		
990045208	Smith		(617)943-4269
1040773	Smith		(757)776-0749
1040475	Smith		

**Name/Address Inquiry Options**

Show deleted constituents

Show multiple addresses

Show full address

Show current addresses only

Show preferred phone number only

Include "Name 2" line in results

Turn off soundex

Allowed address types:

(Leave blank for all address types)

Cursor starts in field:

Available Fields: PIN, City, State, Zip, Country, Region

Sort Fields: Name

Maximum names returned: No Limit

- Preferred Phone Option
- User Based

# Processes – 360 View

The screenshot displays a software interface with a menu bar at the top containing 'View', 'New', and 'Exit'. Below the menu bar are two tabs: 'Process History' and 'Completed Step History'. A yellow tooltip box is visible, containing the text 'Linked to Loan 11748' and 'Second Eastern Orthodox Church'. A red arrow points to a checkbox labeled 'View 360'. Below this is a table with the following data:

Process Title	Status	Class	Category	Start Date	End Date
Loan		Secured Loan	New Loan		

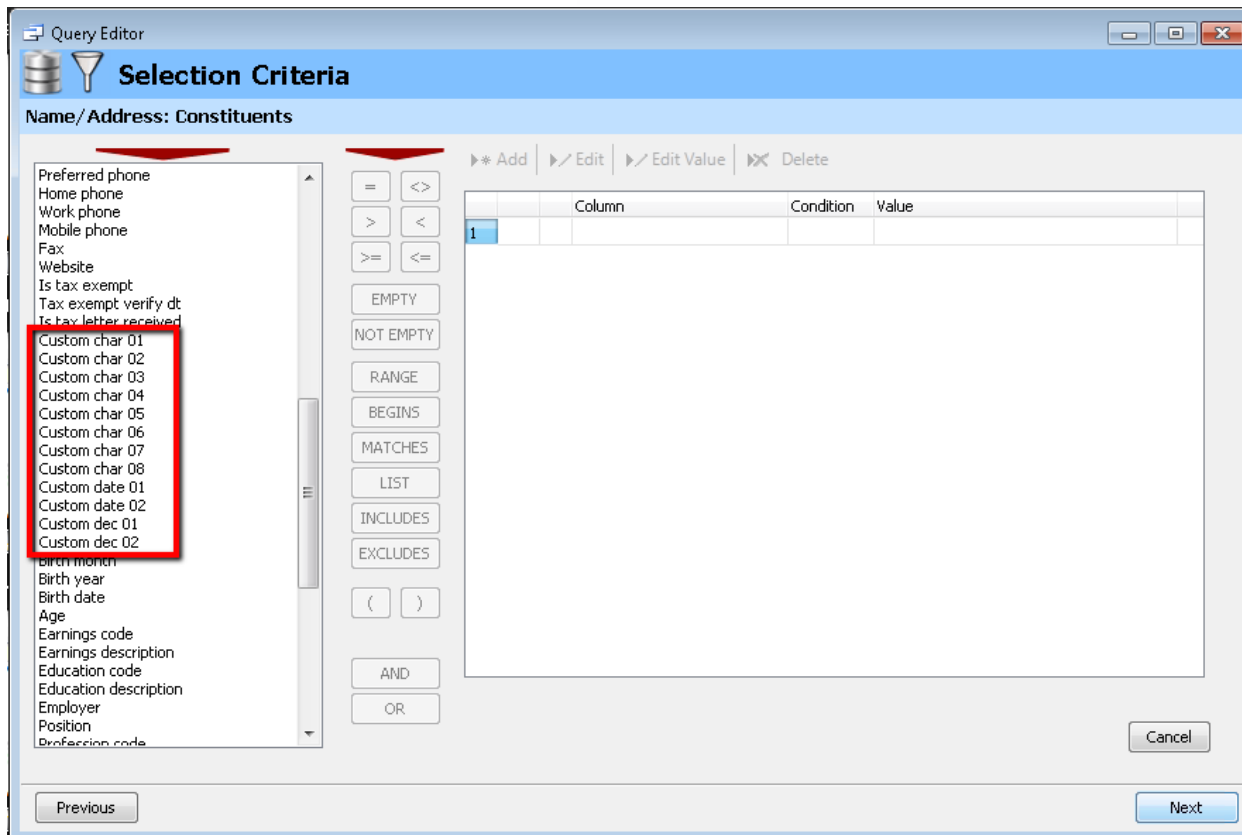
At the bottom of the interface is another table with the following data:

Seq# /	Step Title	Status	Start Date	End Date	Finished By
1	Enter Constituent in DDI-Connect				
2	Setup The Loan				
3	Gather Financial Information				
4	Send Loan Documentation				

- 360 View from Name/Address Processes

# Query Tool – New Fields

- NA custom fields now available
- User/Approver for GL



# CW07 – Check Export File

- Added 3 New Formats
  - Key Bank
  - Wells Fargo
  - Fulton Bank

CW07 - Check Export List

Date range: 06/22/2015 thru: 06/22/2015

Check type: All

Checking account: All

Sort mode: Check Number Minimum amount: 0.00

Export format: Check Dt Priority (selected) Check Dt, Ck Num, Account Num, Amount

Transfer mode: Acct Dt Priority

Email address: Chase PWS Format

Key Bank  
Wells Fargo  
Fulton Bank

Start Print Options Cancel

CW07 Business dt: 06/22/2015 CAPS

# Discussion, Questions, Comments

Patrick McHugh

[pmchugh@ddi.org](mailto:pmchugh@ddi.org)

support@ddi.org

317.713.2480

