

THE ROMAN CATHOLIC  
ARCHDIOCESE OF ATLANTA



# Memo

**Date:** June 17, 2019  
**To:** Business Managers  
**From:** Michael Warren, Controller, Office of Finance  
**Re:** Bank of America – Delayed Statements

---

In late May, Bank of America made an abrupt change from mailing printed statements to having electronic statements available for retrieval from their web site for the June billing statement cycle. Their communication about the change was sent to a cardholder at one of the locations, rather than to the Finance Office.

We requested an immediate change BACK to paper-based statements, and we are working to try to have BOA send this past month's statements out on paper. If you do not receive a paper statement in the next couple of weeks, please send an EMAIL to Susan Shirley ([SShirley@archatl.com](mailto:SShirley@archatl.com)), asking her to request a duplicate electronic statement. Please specify the name on the card and the last four digits (only) of the card.

Later in 2019 and early 2020, we will transition from the current BOA credit card program to a newer product. In the meantime, we are hoping to keep the current paper-based statements and central administrator in place until then.

Please email any other questions to Susan or me ([MWarren@archatl.com](mailto:MWarren@archatl.com)). I am sorry for any inconvenience that this has created.

Thanks.