



"We help the cash flow."™

EMPLOYEE REIMBURSEMENT RECOVERY PROCESS



1 WITHIN 24 HOURS

Accounts received and entered

Received via any secure format including:

- SFTP (on client side or SAR side)
- Secure email
- Uploading to the SAR secure client portal



2

IMMEDIATELY UPON ENTRY

Skip-tracing and compliance scrubbing process begins

- Accounts are scrubbed for bankruptcy and other compliance concerns.
- Accounts are searched via the USPS to confirm current and new addresses.
- Various other investigative efforts are performed.



3 WITHIN 48 HOURS

Recovery efforts begin

- A highly-trained team of recovery specialists begin outreach efforts using an omni-channel approach that includes emails, sending physical letters, texts and various forms of calls and voicemails. During the entire process, we are encouraging those who owe to resolve their accounts via various methods of paying.
- Campaigns are based on proven strategies with over 30 years of real world experience.



4

45-60 DAYS

Credit reporting process begins

- After all steps legally required have been completed, credit reporting to all 3 of the major consumer credit reporting agencies may begin.
- If applicable, reporting to the national commercial (B2B) credit reporting agencies may begin as well.
- During the entire process, our compliance team monitors this process to ensure all state and federal laws are adhered to.



5 180-270 DAYS

Litigation Track

- When appropriate and approved of in advance by our client, our network of attorneys are ready and available for filing suits and various other prelegal remedies in order to boost our liquidation efforts.

