**R. Gonzalez Management Inc. (RGM)**

Student Financial Aid Services Phone No. (323) 730-8700

3560 S. La Cienega Blvd. Suite G Fax No. (323) 730-8701

Los Angeles, CA 90016-4400 Web Page <http://www.rgmsms.com>

**RGM Memo**

Date: January 2, 2018

To: Dear School Owners and Financial Aid Personnel,

RE: 2nd Reminder on the IRS 1098-T Form for 2017

Dear School Owners and Financial Aid Personnel,

RGM MEMO JANUARY 2, 2018

**Please disregard this email if you have already sent in the form.**

Please see the attached RGM Memo regarding the 1098-T form for 2017.

Please return the attached form to our office by email, mail or fax indicating how you want us to proceed for your school.

RGM will process your request in the order received.

**PLEASE MAKE SURE THAT ALL PAYMENTS RECEIVED BY 12/31/17 ARE POSTED INTO THE SYSTEM BY 01/12/2018.  THE 1098-T FORMS WILL BE PRINTED FROM THE SYSTEM STARTING ON 01/15/2018.  THIS ALLOWS YOUR STAFF TO UPDATE ALL STUDENT TUITION ACCOUNTS AS OF 12/31/17.**

**Respectfully,**

**Rafael Gonzalez**

**President**

**R. Gonzalez Management, Inc.**

**3560 S. La Cienega Blvd. Ste. G**

**Los Angeles,  CA 90016**

**(323)730-8700 ext. 239**

**(323)730-8701 fax**

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