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

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

**RGM MEMO**

DATE: September 06, 2018

TO: School Owners and Financial Aid Personnel

RE: System Slow Down

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Dear School Owners and Financial Aid Personnel,

RGM MEMO SEPTEMBER 6, 2018

This email is to inform you about possible system slowness that may occur on September 14, 2018 at 4:00 P.M. (PT). We will be upgrading our network system, and this might cause some system slowing, or none at all. Also, on September 21, 2018, from 12:00 P.M. (PT) to 3:00 P.M. (PT), our phone service will be upgraded, and this will cause a phone and internet interruption. This means we will not be available by email or by phone. Please see the phone number and emails below that will be available for those hours. We apologize for any inconvenience. If you have any questions, please contact us.

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