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17 **SUPERIOR COURT OF THE STATE OF CALIFORNIA**

18 **FOR THE COUNTY OF LOS ANGELES – SPRING STREET COURTHOUSE**

19 BRYANT HARRIS; individually, and on
20 behalf of other members of the general
21 public similarly situated and on behalf of
22 other aggrieved employees pursuant to the
23 California Private Attorneys General Act;

24 Plaintiff,

25 vs.

26 TVI, INC. D/B/A SAVERS, VALUE
27 VILLAGE & VILLAGE DES VALEURS,
an unknown business entity; SAVERS,
INC., an unknown business entity; and
DOES 1 through 100, inclusive,

Defendants.

Case No.: BC612403

Honorable Carolyn B. Kuhl
Department SSC12

CLASS ACTION

**DECLARATION OF TINA CHIANGO
REGARDING NOTICE TO THE CLASS**

Date: December 10, 2019
Time: 11:00 a.m.
Department: SSC12

Complaint Filed: March 1, 2016
FAC Filed: May 31, 2016
SAC Filed: December 27, 2018
Trial Date: December 10, 2019

1 I, Tina Chiango, hereby declare and state as follows:

2 1. I am the Director of Claims Administration for RG/2 Claims Administration LLC
3 ("RG/2 Claims"), whose address is 30 South 17th Street, Philadelphia, Pennsylvania 19103. My
4 telephone number is (215) 979-1681. I am over the age of 18, have personal knowledge of the
5 matters set forth herein, and if called upon to do so, could testify competently to them.

6 2. RG/2 Claims is a full-service class action settlement administrator offering
7 notice, claims processing, allocation, distribution, tax reporting, and class action settlement
8 consulting services. RG/2 Claims' experience includes the provision of notice and
9 administration services for settlements arising from antitrust, consumer fraud, civil rights,
10 employment, negligent disclosure, and securities fraud allegations. Since 2000, RG/2 Claims
11 has administered and distributed in excess of \$1.2 billion in class action settlement proceeds.

12 3. RG/2 Claims was approved by the Court as Settlement Administrator to provide
13 settlement administration services in the action entitled *Harris v. TVI, Inc. D/B/A Savers, Value*
14 *Village & Village Des Valeurs, et al.* regarding the Joint Stipulation of Class Action and PAGA
15 Settlement and Release and Amendment No. 1 to Joint Stipulation of Class Action and PAGA
16 Settlement and Release (together, "Settlement" or "Settlement Agreement"). RG/2 Claims was
17 retained to, among other tasks, (a) format, print and mail the Notice of Class Action Settlement
18 ("Class Notice") to all Class Members identified by Defendants; (b) receive, review, and
19 process the requests for exclusion from the Settlement ("Requests for Exclusion"), objections
20 to the Settlement ("Notices of Objection"), and disputes regarding the number of weeks that
21 Class Members were credited to have been employed by Defendants as an "exempt" Retail
22 Sales Manager in California during the period of time from March 1, 2012 through December
23 31, 2016, excluding weeks during which a Class Member was on a leave of absence
24 ("Workweeks"); (c) handle inquiries from Class Members regarding the Class Notice and
25 Settlement; (d) skip-trace undeliverable addresses and re-mail Class Notices to alternative
26 addresses that are located; (e) calculate each Class Member's share of the Settlement
27 ("Individual Settlement Share"); (f) calculate and issue distribution checks to Class Members

1 who do not submit a timely and valid Request for Exclusion ("Participating Class Members")
2 and send applicable tax forms; and (g) conduct such other tasks as the Parties mutually agree
3 or the Court orders RG/2 Claims to perform. RG/2 Claims will continue to perform these duties
4 in effectuating the Settlement hereafter.

5 **NOTIFICATION TO THE CLASS**

6 4. On August 15, 2019, RG/2 Claims received the Court-approved Class Notice
7 from Class Counsel.

8 5. On August 19, 2019, RG/2 Claims received an excel file from Defendants'
9 Counsel containing the Class Members' names, mailing addresses, Social Security numbers, and
10 start and end dates of employment ("Class Data and List").

11 6. On August 20, 2019, RG/2 received a corrected Class Data and List from
12 Defendants' Counsel, which had one record removed. The corrected Class Data and List
13 included information for thirty-nine (39) individuals identified as Class Members. RG/2
14 calculated the Workweeks based on the data provided and worked with Defendants' Counsel for
15 approval of the calculations.

16 7. Prior to the mailing, and in order to locate the most recent addresses for Class
17 Members, RG/2 Claims ran the Class Data and List through the United States Postal Service's
18 National Change of Address database ("NCOA"). In the event that any individual had filed a
19 change of address request with the United States Postal Service, the address listed with the
20 NCOA was utilized in connection with the mailing of the Class Notices.

21 8. On August 27, 2019, RG/2 Claims printed and mailed, by first-class U.S. mail,
22 the Class Notice to each of the thirty-nine (39) Class Members. A true and correct copy of an
23 exemplar Class Notice is attached hereto as "Exhibit A."

24 9. RG/2 was contacted by Defendants' Counsel on September 4, 2019 to request
25 that another Class Member who was not identified in the Class Data and List be sent a Notice.
26 RG/2 mailed a Notice via first-class U.S. mail on September 4, 2019.

27 10. Subsequent to mailing the Class Notices, seven (7) Class Notices were returned
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1 by the United States Postal Service as undeliverable without forwarding addresses. RG/2 Claims
2 performed a standard skip trace, located six (6) updated addresses, and promptly re-mailed the
3 Class Notices to the updated addresses located. Ultimately, there was only one (1) Class Notice
4 that remains undeliverable.

5 **REQUESTS FOR EXCLUSION, OBJECTIONS, AND DISPUTES**

6 11. The Class Notice informed Class Members of their right to request exclusion from
7 the settlement, provided the request is received or postmarked on or before October 11, 2019
8 ("Response Deadline"). To date, RG/2 Claims has not received any Requests for Exclusion.

9 12. The Class Notice also informed Class Members of their right to object to the
10 Settlement, provided the objection is submitted to RG/2 Claims on or before October 11, 2019.
11 To date, RG/2 Claims has not received any objections to the Settlement.

12 13. Class Members also were advised of their right to dispute the Workweeks credited
13 to them and used to calculate their Individual Settlement Shares, provided that the dispute is
14 received or postmarked on or before October 11, 2019. To date, RG/2 Claims has not received
15 any Workweeks disputes.

16 **SETTLEMENT AWARDS**

17 14. As of this date, there are forty (40) Class Members who did not opt out of the
18 Settlement, are deemed to be Participating Class Members, and will be paid their portion of the
19 Net Settlement Amount (i.e. Individual Settlement Share).

20 15. The Net Settlement Amount is estimated to be \$164,017 and was determined by
21 subtracting the requested attorneys' fees (\$122,500.00), maximum amount allocated for
22 reimbursement of litigation costs and expenses (\$35,000.00), requested Enhancement Payment
23 (\$7,500.00), LWDA Payment (\$15,000), and the requested Settlement Administration Costs
24 (\$5,983.00) from the Gross Settlement Amount (\$350,000.00).

25 16. Based on the calculations, the average estimated Individual Settlement Share is
26 \$4,100.43, and the highest estimated Individual Settlement Share to a Settlement Class Member
27 is \$17,061.92. The Individual Settlement Shares are subject to reduction for the employee's
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1 share of payroll taxes and withholdings with respect to the wages portion of the Individual
2 Settlement Shares.

3 **SETTLEMENT ADMINISTRATION COSTS**

4 17. The total cost for the administration of this Settlement, including fees incurred
5 and future costs for completion of the administration are \$5,983.00. A true and correct copy of
6 the invoice showing the breakdown of Settlement Administration Costs is attached hereto as
7 "Exhibit B."

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10 I declare under penalty of perjury under the laws of the United States and the State of
11 California that the foregoing is true and correct and that this declaration was executed on
12 November 12, 2019 at Philadelphia, Pennsylvania.

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15 By: 
16 Tina Chiango, Declarant
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EXHIBIT A

NOTICE OF CLASS ACTION SETTLEMENT

Harris v. TVI, Inc. D/B/A Savers, Value Village & Village Des Valeurs, et al.
Superior Court of California for the County of Los Angeles, Case No. BC612403

PLEASE READ THIS NOTICE CAREFULLY.

You have received this Notice because Defendants' records indicate that you may be eligible to take part in the class action settlement reached in the above-referenced case.

You do not need to take any action to receive a settlement payment and, unless you request to be excluded from the settlement, your legal rights may be affected.

This Notice is designed to advise you of your rights and options, and how you can request to be excluded from the settlement, object to the settlement, and/or dispute the number of Workweeks that you are credited with, if you so choose.

By order of the Superior Court of California for the County of Los Angeles (the "Court" or "Los Angeles County Superior Court"), in the case entitled *Harris v. TVI, Inc. D/B/A Savers, Value Village & Village Des Valeurs, et al.*, Los Angeles County Superior Court, Case No. BC612403 ("Action"), preliminary approval of a class action settlement was granted on July 30, 2019. A hearing shall be held on December 10, 2019 ("Final Approval Hearing") to determine whether or not the Court should grant final approval of the settlement.

YOU ARE NOTIFIED THAT: A class action settlement has been reached between Plaintiff Bryant Harris ("Plaintiff") and Defendant TVI, Inc. (erroneously sued as TVI, Inc. d/b/a Savers, Value Village & Village Des Valeurs) and Savers, LLC (erroneously sued as Savers, Inc.) ("Defendants") (Plaintiff and Defendants are collectively referred to as the "Parties") in the Action, which may affect your legal rights.

I. IMPORTANT DEFINITIONS

"Class" means all individuals employed by Defendants in California as "exempt" Retail Sales Managers at any time during the Class Period.

"Class Member" means a member of the Class.

"Class Period" means the time period from March 1, 2012 through December 31, 2016.

II. BACKGROUND OF THE ACTION

On March 1, 2016, Plaintiff Bryant Harris commenced a proposed class action against Defendants entitled *Harris v. TVI, Inc. D/B/A Savers, Value Village & Village Des Valeurs, et al.*, Los Angeles County Superior Court, Case No. BC612403. On May 31, 2016, Plaintiff filed the First Amended Class Action Complaint for Damages & Enforcement under the Private Attorneys General Act, California Labor Code § 2698, Et Seq. On December 27, 2018, Plaintiff filed the Second Amended Class Action Complaint for Damages & Enforcement under the Private Attorneys General Act, California Labor Code § 2698, Et Seq. ("Operative Complaint"). Plaintiff alleges that Defendants misclassified Retail Sales Managers as "exempt" and failed to properly pay overtime wages, failed to provide compliant meal and rest breaks and associated premiums, failed to timely pay wages and associated waiting-time penalties, failed to provide accurate wage statements, failed to reimburse business expenses, and thereby engaged in unfair business practices and owes penalties under the California Labor Code Private Attorneys General Act of 2004 ("PAGA"). Plaintiff seeks, among other things, recovery of unpaid wages and meal and rest period premiums, restitution, penalties, interest, and attorneys' fees and costs.

Defendants deny all of the allegations in the Action or that they violated any law and contend that at all times they have complied with federal, state, and local laws.

The Parties in a full-day mediation session with respected class action mediator, and as a result, the Parties reached a settlement. The Parties have since entered into the Joint Stipulation of Class Action and PAGA Settlement and Release and Amendment No. 1 to Joint Stipulation of Class Action and PAGA Settlement and Release (together "Settlement" or "Settlement Agreement").

On July 30, 2019, the Court entered an order preliminarily approving the Settlement. The Court has appointed RG/2 Claims Administration LLC as the administrator of the Settlement ("Settlement Administrator"), Plaintiff Bryant Harris as representative of the Class ("Class Representative"), and the following law firms as counsel for the Class ("Class Counsel"):

Lawyers for Justice, PC
410 West Arden Avenue, Suite 203
Glendale, California 91203
Telephone: (818) 265-1020 / Fax: (818) 265-1021

Righetti Glugoski, P.C.
456 Montgomery Street, Suite 1400
San Francisco, California 94104
Telephone: (415) 983-0900/ Fax: (415) 397-9005

If you are a Class Member, you need not take any action to receive an Individual Settlement Payment, but you have the opportunity to request exclusion from the Settlement (in which case you will not receive an Individual Settlement Payment), object to the Settlement, and/or dispute the Workweeks credited to you, if you so choose, as explained more fully in Section III below.

The Settlement represents a compromise and settlement of highly disputed claims. Nothing in the Settlement is intended or will be construed as an admission by Defendants that the claims in the Action have merit or that Defendants have any liability to Plaintiff or to Class Members. Plaintiff and Defendants, and their respective counsel, have concluded and agree that, in light of the risks and uncertainties to each side of continued litigation, the Settlement is fair, reasonable and adequate, and is in the best interests of the Class Members.

III. SUMMARY OF THE PROPOSED SETTLEMENT

A. Settlement Formula

The total gross settlement amount is Three Hundred Fifty Thousand Dollars (\$350,000) (the "Maximum Settlement Amount"). The portion of the Maximum Settlement Amount that is available for payment to Class Members who do not timely and validly request exclusion from the Settlement ("Participating Class Members") is referred to as the "Net Settlement Amount." The Net Settlement Amount will be the Maximum Settlement Amount less the following payments which are subject to approval by the Court: (1) Attorneys' Fees and Costs, consisting of attorneys' fees in an amount not to exceed 35% of the Maximum Settlement Amount (i.e., \$122,500) and reimbursement of litigation costs and expenses, in an amount not to exceed Twenty Thousand Dollars (\$35,000) to Class Counsel; (2) Enhancement Payment in an amount not to exceed Seven Thousand Five Hundred Dollars (\$7,500) to Plaintiff for his services in the Action; (3) payment to the California Labor and Workforce Development Agency ("LWDA") for its portion of the PAGA Settlement Amount of Twenty Thousand Dollars (\$20,000) ("LWDA Payment") (i.e., \$15,000 to the LWDA); and (4) Settlement Administration Costs in an amount not to exceed Seven Thousand Five Hundred Dollars (\$7,500) to the Settlement Administrator.

Participating Class Members will be entitled to receive payment under the Settlement of their share of the Net Settlement Amount ("Individual Settlement Share") based on the number of weeks each Class Member was employed by Defendant as an "exempt" Retail Sales Manager in California during the Class Period, excluding any weeks during which a Class Member was on a leave of absence ("Workweeks"). Workweeks will be calculated by dividing the number of days each Class Member was employed by Defendant as an "exempt" Retail Sales Manager in California during the Class Period, by seven.

Each Individual Settlement Share shall be allocated thirty-three one-third percent (33⅓%) as wages which will be reported on an IRS Form W2 and thirty-three one-third percent (33⅓%) as penalties and thirty-three one-third percent (33⅓%) as interest and other non-wage damages which will be reported on an IRS Form 1099. Defendants' share of employer payroll taxes with respect to the wage-portion of the Individual Settlement Shares will be paid separately by Defendants and in addition to the Maximum Settlement Amount. Each Individual Settlement Share shall be subject to reduction for the employee's share of taxes and withholdings with respect to the wage portion of Individual Settlement Shares, resulting in a net payment to the Participating Class Member ("Individual Settlement Payment").

If the Court grants final approval of the Settlement, Individual Settlement Payments will be mailed to Participating Class Members at the address that is on file with the Settlement Administrator. **If the address to which this Notice was mailed is not correct, or if you move after you receive this Notice, you must provide your correct mailing address to the Settlement Administrator as soon as possible to ensure your receipt of payment that you may be entitled to.**

B. Your Workweeks Based on Defendants' Records

According to Defendants' records:

From March 1, 2012 through December 31, 2016, you worked for Defendants as an "exempt" Retail Sales Manager for <<week>> Workweeks.

If you wish to dispute the Workweeks credited to you, you submit such dispute in writing to the Settlement Administrator. The written dispute must: (a) contain the case name and number of the Action (*Harris v. TVI, Inc. D/B/A Savers, Value Village & Village Des Valeurs, et al.*, BC612403); (b) be signed; (c) contain your full name, address, telephone number, and the last four digits of your Social Security Number; (d) clearly state that you dispute the number of Workweeks credited to you and what you contend is the correct number to be credited to you; (e) include and/or attach evidence showing that the number of Workweeks credited to you is inaccurate; and (f) be returned by fax or mail to the Settlement Administrator at the address specified in Section IV.B below and/or fax number, postmarked or fax-stamped **no later than October 11, 2019**.

C. Your Estimated Individual Settlement Share

As explained above, your estimated Individual Settlement Share is based on the number of Workweeks credited to you.

Under the terms of the Settlement, your Individual Settlement Share is estimated to be \$<<amount>>. The Individual Settlement Share is subject to reduction for employee's share of taxes and withholding with respect to the wage-portion of the Individual Settlement Share and will only be distributed if the Court approves the Settlement and after the Settlement goes into effect.

The settlement approval process may take multiple months. Your Individual Settlement Share reflected in this Notice is only an estimate. Your actual Individual Settlement Payment may be higher or lower.

D. Released Claims

Upon the Effective Date, Plaintiff and all Class Members who do not timely and validly request exclusion from the Settlement (i.e., Participating Class Members) will be deemed to have fully, finally and forever released, settled, compromised, relinquished, and discharged all Released Claims he or she may have or had with respect to the Released Parties, except that, only Participating Class Members who cash, deposit, or otherwise negotiate their Individual Settlement Payment check will be deemed to have opted in to the Action under the FLSA and to have thereby settled and released the Released Claims that arise under the FLSA.

"Released Claims" means all claims under state, federal, or local law, whether statutory or otherwise, accruing during the Released Claims Period, that were pleaded in the Operative Complaint or that could have been pleaded based on the facts pleaded in the Operative Complaint, including and not limited to, for failure to pay overtime wages, failure to pay minimum wages, failure to provide meal periods, failure to provide rest periods, failure to provide accurate wage statements, failure to pay due wages at termination, unfair or unlawful business practices in violation of California Business and Professions Code § 17200, et seq. based on the California Labor Code violations alleged in the Operative Complaint, violation of the Fair Labor Standards Act ("FLSA"), and civil penalties pursuant to California Labor Code § 2698, et seq. (Private Attorneys General Act) based on the California Labor Code violations alleged in the Operative Complaint, injunctive relief, liquidated damages, penalties, interest; fees, and costs.

"Released Claims Period" means the period from March 1, 2012 through December 31, 2016.

"Released Parties" means Defendants and any of their former and present parents, subsidiaries, affiliates, divisions, and/or related entities, and their shareholders, officers, directors, employees, partners, shareholders, agents, attorneys, insurers, predecessors, successors, assigns, and/or legal representatives, and any individual or entity that could be jointly or severally liable for any of the Released Claims.

E. Attorneys' Fees and Costs to Class Counsel

Class Counsel will seek attorneys' fees in an amount of up to thirty-five percent (35%) of the Maximum Settlement Amount (i.e., an amount of up to \$122,500) and reimbursement of litigation costs and expenses in an amount of up to Twenty

Thousand Dollars (\$35,000), subject to approval by the Court. All Attorneys' Fees and Costs awarded by the Court will be paid from the Maximum Settlement Amount. Class Counsel has been prosecuting the Action on behalf of Plaintiff and Class Members on a contingency fee basis (that is, without being paid any money to date) and has been paying all litigation costs and expenses.

F. Enhancement Payment to Plaintiff

Plaintiff will seek the amount of Seven Thousand Five Hundred Dollars (\$7,500) as an Enhancement Payment, in recognition of his services in connection with the Action. The Enhancement Payment will be paid from the Maximum Settlement Amount subject to approval by the Court, and if awarded, it will be paid to Plaintiff in addition to his Individual Settlement Payment that he is entitled to under the Settlement.

G. Settlement Administration Costs to Settlement Administrator

Payment to the Settlement Administrator is estimated not to exceed Seven Thousand Five Hundred Dollars (\$7,500) for the costs of the notice and settlement administration process, including and not limited to, the expense of notifying the Class Members of the Settlement, processing Requests for Exclusion, Notices of Objection, and Workweeks disputes, calculating Individual Settlement Shares and Individual Settlement Payments, and distributing payments and tax forms under the Settlement, and shall be paid from the Maximum Settlement Amount, subject to approval by the Court.

IV. WHAT ARE YOUR RIGHTS AND OPTIONS AS A CLASS MEMBER?

A. Participate in the Settlement

If you want to receive money from the Settlement, you do not have to do anything. You will automatically be issued your Individual Settlement Payment unless you decide to exclude yourself from the Settlement. Unless you elect to exclude yourself from the Settlement, you will be bound by the terms of the Settlement and any judgment that may be entered by the Court based thereon, and you will be deemed to have released the Released Claims against the Released Parties as described in Section III.D above. As a Class Member, you will not be separately responsible for the payment of attorney's fees or litigation costs and expenses, unless you retain your own counsel, in which event you will be responsible for your own attorney's fees and expenses.

B. Request Exclusion from the Settlement

If you do not wish to participate in the Settlement, you must seek exclusion from the Settlement by submitting a written Request for Exclusion to the Settlement Administrator, at the following address:

Harris v TVI
c/o RG/2 Claims Administration
P.O. Box 59479
Philadelphia, PA 19102-9479
Fax: 215-827-5551

A request for exclusion must: (a) contain the case name and number of the Action (*Harris v. TVI, Inc. D/B/A Savers, Value Village & Village Des Valeurs, et al.*, Case No. BC612403); (b) be signed by you; (c) contain your full name, address, telephone number, and last 4 digits of your Social Security Number; (d) contain a statement clearly indicating that you do not wish to be included in the Settlement; and (e) be submitted to the Settlement Administrator by mail or fax, postmarked or fax-stamped **no later than October 11, 2019**.

If the Court grants final approval of the Settlement, any Class Member who timely and validly requests exclusion from the Settlement will not be entitled to receive any payment from the Settlement, will not be bound by the Settlement Agreement (and the release of Released Claims stated in Section III.D above), and will not have any right to object to, appeal, or comment on the Settlement. Any Class Members who do not request exclusion from the Settlement will be deemed a Participating Class Member and will be bound by all terms of the Settlement, including those pertaining to the release of Released Claims stated in Section III.D above, as well as any judgment that may be entered by the Court based thereon.

C. Object to the Settlement

You can object to the terms of the Settlement as long as you have not submitted a Request for Exclusion.

To object, you must do so in a writing that: (a) contains the case name and number of the Action (*Harris v. TVI, Inc. D/B/A Savers, Value Village & Village Des Valeurs, et al.*, Case No. BC612403); (b) contains your full name, signature, address, and telephone number; (c) contains a written statement of all grounds for the objection accompanied by any legal support for such objection; (d) contains copies of any papers, briefs, or other documents upon which the objection is based; and (e) is mailed or faxed to the Settlement Administrator at the address in section IV.B above, postmarked or fax-stamped **no later than October 11, 2019**.

V. FINAL APPROVAL HEARING

The Court will hold a Final Approval Hearing in Department SSC12 of the Los Angeles County Superior Court, located at the Spring Street Courthouse, 312 North Spring Street, Los Angeles, California 90012, on December 10, 2019, at 11:00 a.m., to determine whether the Settlement should be finally approved as fair, reasonable, and adequate. The Court also will be asked to rule on Attorneys' Fees and Costs to Class Counsel, Enhancement Payment to Plaintiff, and Settlement Administration Costs to the Settlement Administrator.

The hearing may be continued without further notice to the Class Members. It is not necessary for you to appear at the Final Approval Hearing, although you may appear if you wish to.

VI. ADDITIONAL INFORMATION

The above is a summary of the basic terms of the Settlement. For the precise terms and conditions of the Settlement Agreement, you should review the detailed Settlement Agreement and other papers which are on file with the Court.

You may view the Settlement Agreement and documents filed in the Action at the Stanley Mosk Courthouse, located at 111 North Hill Street, Los Angeles, California 90012.

PLEASE DO NOT TELEPHONE THE COURT OR THE OFFICE OF THE CLERK FOR INFORMATION REGARDING THIS SETTLEMENT.

IF YOU HAVE ANY QUESTIONS, YOU MAY CALL THE SETTLEMENT ADMINISTRATOR AT THE FOLLOWING TOLL-FREE NUMBER: 1-866-742-4955, OR YOU MAY ALSO CONTACT CLASS COUNSEL.

EXHIBIT B

Costs for Notice & Administration Services related to:
Harris v. TVI, Inc.

	<u>Quantity</u> <u>(hours/pieces)</u>	<u>Amount</u>
Design & Development		
Start Up - Development of Case-Specific Notice and Administration Plan	3	\$ 761
Case Intake		
Review Notice, Design and Typeset Forms	2	\$ 339
Data Cleanup and Standardization	1	\$ 225
Subtotal: Setup Cost		\$ 1,325
Claimant Identification & Notification		
Print Notice, Consent Forms & Envelopes	40	\$ 132
NCOA and Mail		\$ 150
Postage	40	\$ 20
Notice Follow Up		
Returned Notices - Process Mail & Update Database	7	\$ 4
Locate Missing Class Members (Locator Services)/ Troubleshoot	7	\$ 5
Re-Mail	6	\$ 18
Postage	6	\$ 3
Subtotal: Notification Cost		\$ 333
Telephone and Email Support		
Email Message Monitoring and Replies	2	\$ 50
*minimum \$25 per month		
Subtotal: Telephone and Email Support		\$ 50
Distribution		
Account Set-Up and Pro-rating of Payments		\$ 250
Check/W2/1099 Printing	40	\$ 100
Postage	40	\$ 20
Reissue Checks	2	\$ 11
Bank Fees	6	\$ 900
Tax Preparation		
Tax Return Prep & Filing (1 year)	1	\$ 1,100
State Tax Filings and Communications	1	\$ 650
Subtotal: Fund Distribution & Tax Preparation		\$ 3,031
Case Management, Data Management, Data Warehousing, Technical Support and Reporting to Counsel and the Court.		\$ 1,245
Subtotal: Project Management		\$ 1,245
Notice and Administration Costs and Expenses		\$ 5,983