



RETURNED ITEM CHARGE AUTHORIZATION

Customer Name: _____

System Number: _____ Program Number: _____

Charges for returned items will be added to your monthly servicing invoice. If you so designate, we will assess against each borrower the amount you indicate below and we will notify the borrower of this charge when the item is processed and the charge is applied.

The returned item charges assessed against each borrower will appear on the *Transactions and Adjustments Journal* and *Student Loan Journal* in the "Other Costs Due" field and on-line in the "Other Costs" field. The Supporting Detail section of your *Accounting Report* provides information on payment reversals due to return items.

Please designate below the amount you want us to charge your borrowers for each returned item. This is an optional charge allowed under section 674.45(e) of the Federal Perkins Regulations. If you do not return this form, we will not assess the returned time charge against your borrowers.

I authorize Campus Partners to assess my borrowers a return item charge, as indicated below, for each return item.

\$25.00 Campus Partners fee charged for each return item

and

\$_____ additional institutional fee charged to borrowers for each returned item (if substantiated)

for a total of

\$_____ charged to borrowers for each returned item.

Signed: _____

Name: _____

Title: _____

Date: _____

Return to your Customer Service Representative at:

**Campus Partners
P.O. Box 2902
Winston-Salem, NC 27102-2902**