ANNOUNCEMENT

PUBLICATION: (Check one) **Date(s):**_____

☐ **Bulletin (In-house activities** **Maximum 3 weeks for the bulletin**
(Deadline is Wednesday at Noon)

☐ **Monitor** **Maximum 1 edition**
(Deadline is the 20th of the month)

Due to space constraints, this announcement may be condensed.

Announcement:

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Person to contact: _____

Phone number:_____

Accepted by:_____