

NR_key_name: 69337AE40DED96338525659C0048A1F2

SendTo: ALL

CopyTo:

DisplayBlindCopyTo:

BlindCopyTo: CN=R ecord/O=ARRB

From: CN=Tracy Shycoff/O=ARRB

DisplayFromDomain:

DisplayDate: 01/30/1998

DisplayDate_Time: 8:13:38 AM

ComposedDate: 01/30/1998

ComposedDate_Time: 8:13:21 AM

Subject: FedEx and Couriers

Our bills for courier services and FedEx have been increasing recently. It appears that these services may have been used when US mail would be adequate. From now on, before sending something via courier or FedEx, please get my approval first. If I am not here, please see Jeremy or Tom for approval. Obviously, in emergency cases we trust you to use your good judgment--but use the expedited services only when there is a genuine need for an urgent delivery. And, unless there is a dramatic need for a weekend delivery, please use FedEx only for next business day delivery. Thanks in advance for your cooperation. If you have any questions/concerns, please feel free to ask.

Body:

recstat: Record

DeliveryPriority: N

DeliveryReport: B

ReturnReceipt:

Categories: