

**NR\_key\_name:** 62D274DFA2305B9E852565CB00579252  
**SendTo:** ALL  
**CopyTo:**  
**DisplayBlindCopyTo:**  
**BlindCopyTo:** CN=R ecord/O=ARRB  
**From:** CN=Tracy Shycoff/O=ARRB  
**DisplayFromDomain:**  
**DisplayDate:** 03/18/1998  
**DisplayDate\_Time:** 11:00:51 AM  
**ComposedDate:** 03/18/1998  
**ComposedDate\_Time:** 10:56:31 AM  
**Subject:** heating the offices

**Body:** Some of you are new so may not know this, and some of you may have forgotten so here it is again:The light switches in each office also control the heat and air to the office. You should NOT turn off your light switches at the end of the day when you leave your offices. Each office has a motion sensor that will turn off the bulbs without turning off the heat/air.As always, if you have any questions please feel free to ask. Thanks.  
**recstat:** Record  
**DeliveryPriority:** N  
**DeliveryReport:** B  
**ReturnReceipt:**  
**Categories:**