**NR key name:** 5DBDB05A5F74FD23852563CA0069D42A

SendTo: CN=Jerrie Olson/O=ARRB @ ARRB
CopyTo: CN=David Marwell/O=ARRB @ ARRB

DisplayBlindCopyTo:

BlindCopyTo: CN=R ecord/O=ARRB
From: CN=Tracy Shycoff/O=ARRB

DisplayFromDomain:

DisplayDate:10/21/1996DisplayDate\_Time:3:20:56 PMComposedDate:10/21/1996ComposedDate\_Time:3:15:56 PM

**Subject:** Board reservations

Jerrie-- Here are the confirmation numbers for the Board's hotel rooms on October 28 & 29:Jack 2864189Kermit 1514686Bill 4864484Henry 5123261These rooms are at the Mayflower hotel (347-3000) and are all guaranteed against their personal credit cards at the govt. rate of \$124. If any of them are not coming the rooms need to be cancelled--preferably at least by the day before they are to arrive, but no later than 2:00 p.m. the day of arrival.I usually send them a fax letting them know that they have reservations, their confirmation numbers and to let me know if they need to make any changes. I also urge them to contact SATO

if they haven't already done so. (I'll give you a sample copy of the fax)Please make sure that the rooms are

**Body:** cancelled if some or all of the Board don't make it. Thanks.

recstat: Record

**DeliveryPriority:** N **DeliveryReport:** B

ReturnReceipt: Categories: