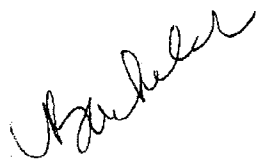


MEMORANDUM

TO: Ruth Rodrigues, Director Reservations and Records Management 

FROM: Linda Bacheler, Assistant Vice President Administrative Services and Finance/Controller

DATE: December 16, 2010

SUBJECT: Delegation of Authority – Permits for Solicitors

The Delegation of Authority dated October 1, 2008 from the Vice President for Administrative Services and Finance to the Assistant Vice President for Administrative Services and Finance granted authority to, among other things, approve agreements related to the rental and use of University facilities.

As the Vice President for Administrative Services and Finance's designee, I hereby redelegate to the Director of Reservations and Records Management the limited authority to approve Permits for Solicitors for use of University facilities. All applications for permits must use the appropriate form, and the resulting permit must comply with the University's applicable regulation or policy.

This delegation is effective immediately and supersedes any previous delegations relating to the subject matter. Any re delegation of this authority shall not be below the level of Director unless authorized by the Vice President for Administrative Services and Finance. Moreover, any re delegation shall be in writing with a copy sent to the General Counsel. Redelegation should align authority with effective organizational assignments of responsibility.

cc: Dr. Joseph Shepard, Vice President for Administrative Services and Finance
Vee Leonard, General Counsel

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