

Memorandum

To: Eric Balmer, Associate Director, Campus Reservations and Record Management

From: Ruth Rodrigues, Director of Campus Reservations and Records  Management

Date: January 9, 2014

Re: Delegation of Authority – Permits for Solicitors

Pursuant to a Delegation of Authority dated January 8, 2014, the Assistant Vice President for Business Services granted to the Director of Campus Reservations and Records Management authority to, among other things, approve Permits for Solicitors.

With the approval of the Vice President for Administrative Services and Finance, and as the Director of Campus Reservations and Records Management, I hereby re-delegate to the Assistant Director, Campus Reservations, the limited authority to approve Permits for Solicitors for use of University facilities. As always applications for permits must use the appropriate form, and the resulting permit must comply with the University's applicable regulations or policies.

This delegation shall not be re-delegated.

c: Steve Magiera, Vice President for Administrative Services and Finance
Joseph C. McDonald, Jr., Assistant Vice President for Business Services
Vee H. Leonard, Esq., Vice President and General Counsel

GC118980_2

