



OFFICE OF THE EXECUTIVE VICE PRESIDENT –
BUSINESS OPERATIONS

OFFICE OF THE PRESIDENT
1111 Franklin Street
Oakland, California 94607-5200

June 20, 2007

UC FORMS COORDINATION PROGRAM CUSTOMERS

Dear Colleagues:

The University of California has transferred the UC planned purchasing program for checks, envelopes, tax forms, and other forms from my office to UC Printing Services (UCPS) in Berkeley, effective April 30, 2007. As most of you know, Marsha VanCleve, who coordinated the program for many years at the UC Office of the President, has retired and, as of June 7, is no longer with the University.

Marsha spent several months providing program information and training to UCPS staff. As a result, the transition should be seamless. UCPS is ready to assist you with any of the forms purchases and transactions that Marsha handled, as well as to explore additional forms-related services for the campuses.

The UCPS contact for the UC Forms Coordination Program is

Roger Hefty

- Phone: (510) 594-7746 (x 350)
- E-mail: rhefty@berkeley.edu
- Fax: (510) 923-1921

Please contact Roger if you have any questions. Thank you for your support of the UC Forms Coordination Program. I am confident that you will receive excellent service from UC Printing Services.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kristine Hafner'.

Kristine Hafner
Associate Vice President
Information Resources and
Communications

cc: Associate Vice Chancellor Coley, UCB
Financial Officer Amenaghawon, UCB
Manager Bowyer, UCB
Manager Hefty, UCB