

MEMORANDUM

***** SECOND NOTICE *****

TO: All Locations

FROM: Information Technology Services

SUBJECT: **MSAF SYSTEM AVAILABILITY – JULY 15, 2004**

In preparation for the End of Year processing, ITS will perform the MSAF weekly process on Thursday, July 15, 2004. MSAF and the Purchase Approval Systems **will not** be available on July 16. Both systems will be available on Monday, July 19.

The MSAF and Purchase Approval Systems **will not** be available from 4:30 p.m. on Tuesday, July 20 until 5:30 a.m. on Tuesday, July 27 due to year-end closing.

We apologize for any inconvenience this may cause. If you have any questions regarding this memo, please call Support Services at 305-995-3705(0).