

MEMORANDUM

February 15, 2005

TO: All Locations
FROM: Information Technology Services (ITS)
SUBJECT: **HOLIDAY SCHEDULE – 2005**

In observance of the Presidents' Day holiday, the mainframe system will be inactivated according to the following schedule:

February 19	4:00 p.m.	All online systems will be inactivated
February 19	11:00 p.m.	Information Technology Services Closes
February 20		Information Technology Services Closed for Holiday
February 21	11:00 p.m.	Information Technology Services Opens
February 22	5:30 p.m.	ALL Online Systems will be available

If you have any questions regarding this memo, please call Support Services at 305-995-3705(0).