

To: ITS, Customer Service Dept.
From: Felicia Gavin, Director of Administration
Date: 2/28/2002
Re: Service Changes for Governor's Office

Please make the following telephone service changes effective March 1, 2002.

Delete **phone AND voice service** to the following numbers:

359-9224	359-3535	359-2298
359-3854	359-3868	359-9223

Delete **voice mail** at the following numbers:

359-9280	359-6436	359-6439
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Transfer number:

Delete number 359-9279, from large Security desk at the Woolfolk (15th floor) and
Transfer number 359-3128 to that phone.

Pick up equipment:

After transferring 359-3128, pick up that equipment (small security desk/ WLFK 15th floor)

Delete all service and pick up equipment on these numbers:

359-6456 (Mansion)	359-2678 (Capitol)
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(WLFK) location:

359-2347	359-1641	359-1741
359-2464	359-2688	359-3102
359-3156	359-3189	359-3849
359-5292		

Please call me at 359-3100 with questions. Thanks.

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