From:	Lobdell, Danelle
To:	Garges, J. Brian
Cc:	Drumm, Heather; Tarpley, Keith
Subject:	RE: printing of the fact sheet for East Liverpool Community Meeting
Date:	Tuesday, June 25, 2013 4:03:00 PM
Attachments:	East Liverpool Factsheet FINAL.docx

Hi Brian and Keith,

Attached is the final fact sheet for the East Liverpool Community Meeting. If I could have 100 copies of this fact sheet by July 8th that would be great. I am over at the Human Studies Facility in Chapel Hill. If I need to come to RTP to pick up, let me know. The fact sheet has a total of four pages. I was wondering instead of having two sheet front to back stapled if it would be possible to have the copies printed so that it folds with the 2 pages front to back? That way, all four pages are together and do not need to worry if pages get torn off from staples.

Thank you,

Danelle

Danelle T. Lobdell, Ph.D., M.S.
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From: Garges, J. Brian
Sent: Tuesday, June 18, 2013 10:29 AM
To: Lobdell, Danelle
Cc: Drumm, Heather; Tarpley, Keith
Subject: RE: printing of the fact sheet for East Liverpool Community Meeting

Hi Danelle,

Happy to print the fact sheets for you. Please just send Keith Tarpley an email when you are ready. If you could give a weeks notice that would be the best.

Thanks,
Brian

From: Lobdell, Danelle
Sent: Monday, June 10, 2013 4:37 PM
To: Garges, J. Brian
Cc: Drumm, Heather
Subject: printing of the fact sheet for East Liverpool Community Meeting

Hi Brian,

Can you print for me the fact sheet that will be going to East Liverpool? In my discussions today with Liz Blackburn, she indicated that you could possibly print for me the fact sheet for the East Liverpool Community Meeting. I will need 100 copies. There are 4 pages to the fact sheet which can be printed duplex. I think I can probably carry with me on plane. If that is true, I will need to have the copies by July 9th. I leave for the meeting on July 10th. I am awaiting for final clearance from Liz on the fact sheet which I think should be coming within the next week or so. If you are able to print, when would you need the fact sheet?

Thanks,

Danelle

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