

**FORT LEWIS COLLEGE
DURANGO, COLORADO**

MEMORANDUM

DATE: April 29, 1993
TO: Bill Ramaley
FROM: Bill Langworthy
SUBJECT: Linda Day: Non-profit postage

The down-town post office challenges anything using the FLC non-profit privilege and a return address different than FLC. Thus, either:

material must use an FLC return address

or

you might try a letter to the post office explaining that such things as AMS, etc., are a part of the normal duties of a professor at Fort Lewis, part of the role of the College, and thus an appropriate use for the non-profit mailing permit of FLC.

WCL:mtd

copy: Day