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**From:** UGA Business Services info. <BUSINESS-SERV-L@LISTSERV.UGA.EDU> on behalf of  
Holley W Schramski <hschrams@UGA.EDU>  
**Sent:** Monday, February 11, 2013 10:27 AM  
**To:** BUSINESS-SERV-L@LISTSERV.UGA.EDU  
**Subject:** UGA Central Office Supply Items – Ordering Available Through UGAMart

To: Business Services-L and BAAF-L subscribers

From: Central Office Supply

Subject: UGA Central Office Supply Items – Ordering Available Through UGAMart

UGA Central Office Supply (COS) inventory items (envelopes, paper, portfolios, toner, pre-printed forms) have been added to UGAMart. UGA shoppers should begin using UGAMart as the sole method to order from COS as the paper order process will be phased out April 1, 2013. COS orders entered into UGAMart are electronically sent to COS for fulfillment. Visit the special icon on the UGAMart homepage for quick access.

If you have questions regarding the COS inventory items, please contact Susan Thornton at 706-425-3263.

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