

Interoffice Memorandum OFFICE OF PROCUREMENT SERVICES University, Mississippi 38677 Phone: (662) 915-7448 Fax: (662) 915-7752

FROM: Lance Fulcher, Director of Procurement Services

DATE: April 1, 2024

SUBJECT: Virtual Meetings

Registration fees for virtual meetings, e.g., conferences, webinars, etc., should be paid with a university-issued procurement card.