



**THE UNIVERSITY of
MISSISSIPPI**

**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

As of April 1, 2024, Registration Fees for virtual conferences must be paid with a university-issued procurement card. If conference fees are erroneously processed using personal funds, please contact the travel dept for assistance.