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## Procurement Update

Welcome to the September 2008 Procurement Update. This month's topics include:

- \* Vendor Fair – Thanks for Coming!
- \* Southwest Airlines Fee Chart
- \* New Procurement Staff Member – Jon Fisher, Compliance Coordinator
- \* Staples Customer Appreciation Week
- \* Featured Discounts – Kerasotes Theaters | Noble Tree : Coffee & Tea

## Vendor Fair – Thanks for Coming!

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A **BIG THANKS** to all of the faculty and staff who came to the 2008 Vendor Fair. This year we had over 400 people attend and 21 different vendors participated. We hope you found the event to be worthwhile.

### **Congratulations to the winners of this year's grand prizes - Dell Mini PC:**

- Kristen Onken – Financial Accounting
- Erin Wachowski – Housing Services

For a full listing of all vendors, raffle winners and event pictures please take a look at the website:

<http://financialaffairs.depaul.edu/procurement/vendorfair/2008/index.htm>

## Southwest Airlines Fee Chart

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Southwest has created a list of all domestic airline fees (bag, seat, food, etc). Feel free to use this great online tool to help calculate your total airline expenses.

To see fees for most major domestic airlines visit:

[http://www.swabiz.com/travel\\_center/pod\\_chart.html](http://www.swabiz.com/travel_center/pod_chart.html)

## New Procurement Staff Member – Jon Fisher

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Procurement Services would like to welcome Jon Fisher to our team! Jon will be joining the department as the Compliance Coordinator. He will oversee Procurement Card reporting, purchase order compliance, vehicle management and several buying areas.

Jon joins us from the Office of Compliance where he worked as a Quality Assurance Reviewer. Congratulations to Jon, we can't wait for him to start on the 20th.

## Staples Customer Appreciation Week

Staples is offering 10% off most of your in-store personal purchases from October 19th - 25th. Just print off a copy of the online coupon and take it with you to any Staples location:

## [STAPLES COUPON](#)

### Featured Discounts

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#### **Discount Information:**

\$5.50 movie passes are on sale. Passes are valid 10 days after the release date of the movie and are available for all DePaul students, faculty, and staff.

#### **Getting tickets:**

Visit either the Loop or Lincoln Park Student Life offices to purchase tickets. Please note there is a limit of 4 tickets per DePaul ID and quantities are limited each academic quarter.



- **Student Life - Lincoln Park Campus**  
2250 North Sheffield Avenue  
Student Center 201  
Chicago, IL 60614  
(773) 325-7361
- **Student Life - Loop Campus**  
1 East Jackson Boulevard  
DePaul Center 11027  
Chicago, IL 60604  
(312) 362-5015



#### **Noble Tree : Coffee & Tea**

#### **Discount Information:**

Students, faculty, staff, retirees and alumni receive 15% off all purchases.

#### **Getting the Discount:**

Simply show your student, employee or alumni ID card to receive your discount.

- Noble Tree  
2444 N. Clark St.  
Chicago, IL 60614

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### Procurement Services

If you have any questions about the above or any purchasing items, feel free to contact the Procurement Services team at:

w: <http://financialaffairs.depaul.edu/procurement/>

e: [procurement@depaul.edu](mailto:procurement@depaul.edu)

p: (312) 362-7510

f: (312) 362-7547

\*\*\* For great ways to save everyday check be sure to check out the [SALVAGE STORE](#) and [DEMON DISCOUNTS!](#) \*\*\*