

From: Haltiwanger, Katherine <KatherineHaltiwanger@gov.sc.gov>
To: Adams, ChaneyChaneyAdams@gov.sc.gov
Webb, BethBethWebb@gov.sc.gov
Symmes, BrianBrianSymmes@gov.sc.gov
Moore, CamlinCamlinMoore@gov.sc.gov
Glaccum, DavidDavidGlaccum@gov.sc.gov
Wolfe, JayJayWolfe@gov.sc.gov
Jones, SheilaSheilaJones@gov.sc.gov
Philpott, KatieKatiePhilpott@gov.sc.gov
Mottel, HaleyHaleyMottel@gov.sc.gov
Priester, NicoleNicolePriester@gov.sc.gov
Patel, SwatiSwatiPatel@gov.sc.gov
Peters, HalHalPeters@gov.sc.gov
Taylor, RicheleRicheleTaylor@gov.sc.gov
Godfrey, RobRobGodfrey@gov.sc.gov
Schimsa, RebeccaRebeccaSchimsa@gov.sc.gov
Scott, AbbyAbbyScott@gov.sc.gov
Smith, AustinAustinSmith@gov.sc.gov
Veldran, KatherineKatherineVeldran@gov.sc.gov

Date: 8/16/2016 6:40:15 PM

Subject: Carpet

More information about the carpet...

You should find a U-Haul box by your desk and there are more in the Conference Room. Reminder to have everything on top of your desk put in the box. If you have personal/valuable items in your desk, please remove them. If you have areas around your desk decorated, such as a bookcase, please remove any fragile items and box them. Please write your name on your box.

You don't need to box your desk phone, docking station, monitor...however, **please put a post-it on all of those items for IT**. I would box your mouse.

The crew will start at 8:30 on Monday morning.

There will be internet and a printer in the Wade Hampton Conference Room available for use.

To forward your desk phone:

*2 9(mobile#)
#2 to return

Thanks,
Katherine

Katherine Haltiwanger
Deputy Chief of Staff-Operations

Governor Nikki R. Haley
1205 Pendleton Street
Columbia, SC 29201
direct: 803.734.5150
fax: 803.734.5167