



**association of university and college employees**

October 8, 1982

Audrey Harvey  
Employee Relations Dept.  
Campus Mail

Dear Audrey:

This will confirm our phone conversation of this afternoon with regard to changes in billing for short term leave of absence for union business.

Please cancel the leave request for Wendy Lymer, Catalogue Records, LPC, for October 4, 1982. Mrs. Lymer did not require leave for union business after all.

Also please cancel the leave request for Kitti Cheema, Serials Division, LPC, for October 13, 1982 from 2:30-3:30 p.m. She will not require leave for union business that day.

Thank you.

Yours truly,

Patricia House  
Secretary-Treasurer  
AUCF Local 1