



# Memo

**To:** Florida Atlantic University Staff

**From:** Procurement Department

**Date:** 01/17/2020

**Re:** PRIDE - Catalog

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Due to production issues with the supplier, we have temporarily deactivated the PRIDE catalog (business cards, envelopes, etc.) in Workday. At this time, we do not have an expected completion date from the supplier, but we will communicate any updates we receive.

In the interim, please contact Negretta Terry at [ngrannel@fau.edu](mailto:ngrannel@fau.edu) should you have an **immediate** need for business cards. As we anticipate that costs will be greater with other suppliers, we recommend limiting orders to those deemed critically necessary.

Thank you.