

**August 21st 2017**

ComDoc Memo

Niagara University Faculty, Staff, and Students,

ComDoc will be completing a campus-wide inventory assessment of the copiers and printers this week on Tuesday, August 22nd and Thursday, August 24th from approximately 8:30am – 4:30pm.

Representatives from ComDoc, identified below, will be onsite with iPads to complete this inventory checklist. ComDoc employees will be identifiable by ComDoc lanyards/name tags while on-site.

Thank you,

ComDoc Team/Niagara University Facilities Management



Jenna Rocco Laura DiVincenzo

ComDoc Major Account Support Specialist ComDoc Major Account Support Specialist