INFORMATIONAL CIRCULAR NO. 98-A-011

DATE:	February 5, 1998
SUBJECT:	Hotel Accommodations – Introductory Rate
EFFECTIVE DATE:	February 5, 1998
CONTACT:	Audit Services Team (785) 296-2311
APPROVAL:	Shirley A. Moses
SUMMARY:	Ramada Inn at the Plaza – Topeka – Introductory Rate for State Employees

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We have been notified that the Ramada Inn at the Plaza in Topeka, Kansas is offering an introductory rate of $39.00 plus tax. If the hotel is already at 75% occupancy on dates requested, the rate will be $42 through April 30, 1999. The rate quoted at the time of reservation will be the standing rate.

Reservations may be made by contacting the Ramada Inn at the Plaza, 3802 S. Topeka Blvd., Topeka, Kansas 66609 at (785) 266-8880, ext. 471, 8:00 to 5:00 p.m., Monday through Friday to take advantage of this special rate.