BILL GRAVES
Governor

DAN STANLEY
Secretary of Administration

SHIRLEY A. MOSES
Director of Accounts and Reports
900 S.W. Jackson, Room 351S
Landon State Office Building
Topeka, KS 66612-1248
(913) 296-2311
FAX (913) 296-6841

DEPARTMENT OF ADMINISTRATION

Division of Accounts and Reports

INFORMATIONAL CIRCULAR NO: 97-A-004

DATE: February 13, 1997

SUBJECT: Hotel Accommodations - Special Rate

EFFECTIVE DATE: Month of February 1997

A & R CONTACT: Accounting Services - (913) 296-2311

APPROVAL:

SUMMARY: Broadview Hotel - Wichita - Special Rate for State Employees

For the month of February 1997, the Broadview Hotel in Wichita, Kansas, is offering a reduced rate of $45 per night for state employees. This offer is valid *only* through February 28, 1997. Reservations may be made by contacting the Broadview Hotel, 400 W. Douglas, Wichita, Kansas 67202 at (913) 262-5000 or (800) 362-2929. State travelers calling for reservations should identify themselves as state employees to receive the special rate.

SAM:rr