

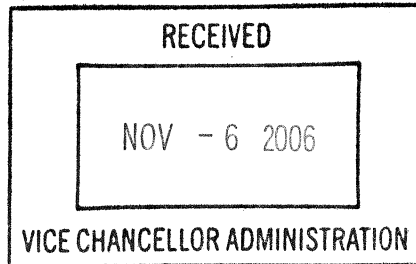


October 25, 2006

OFFICE OF THE VICE CHANCELLOR  
UNIVERSITY ADVANCEMENT  
RIVERSIDE, CALIFORNIA 92521-0121  
(951) 827-5203  
FAX: (951) 827-6341

**Authority to Approve Entertainment Expenses (per Policy)**

Susan A. Harlow  
Associate Vice Chancellor for Development



Campus entertainment policy 200-44 (Entertainment Policy and Approval Matrix Section VII. A. 2) requires that Deans and/or Vice Chancellors approve the following types of entertainment expenses:

- For meetings and events hosted by other University personnel (development officers and others), for the purpose of generating the goodwill of prospective University donors or to recognize specific donors/donations, the cost of meals and light refreshments may be reimbursed.

With this letter, I hereby redelegate this authority to you as the Associate Vice Chancellor for Development. Please note that only the authority to approve entertainment expenses within campus policy is redelegated in this memo, not exceptions to campus policy. Approval of expenses which are exceptions to entertainment policy continue to require my approval. This authority is effective immediately and may not be further redelegated.

William G. Boldt

Vice Chancellor for University Advancement

cc: Chancellor Córdova  
Accounting Office -- Accounts Payable  
✓Administrative Budget Office