



OMEGA BULLETIN



From Brother Charles A. Bruce Grand Keeper of Records and Seal

Message to Chapter and District KRS

Brothers of the KRS Collegiums!!

Just a reminder to you that, as we are about to enter a new Fiscal year, be sure that you have attended to the following:

1. Submit a Form 50 (Chapter Officers) and Form 53 (Chapter Roster) to IHQ for Fiscal year 2007 – 2008
2. Assure that a Form 35 (Chapter Transfer) has been transmitted for any Brother who moved into or out of your Chapter and is now affecting the names on your Form 53 for 2007 – 2008.
3. Provide a Deceased Member Form to IHQ for any of your Chapter Members who have moved into Omega Chapter.
4. Make sure that all Members of your Chapter have an appropriate photo on file at IHQ.
5. Submit your Chapter Member dues, your Chapter Insurance Payment and your Chapter College Endowment Fund payments to IHQ using the Lock Box Forms and protocol. There is a follow-on article in this Bulletin describing enhancements to the Lock Box Program for Fiscal 2007- 2008. Also, we are excited to announce the addition of our new IHQ Finance Manager, Bro. Lawrence Richardson, effective October 15, 2007. An announcement concerning Bro. Richardson will be posted on the Fraternity web page.
6. Your Chapter Life Members will have their 2007 – 2008 Fraternity credentials mailed to you during the months of September and October 2007. Please communicate to IHQ immediately if your receipt is missing credentials for any of your Chapter Life Members.
7. Remember!! We are offering an Incentive Program for Chapter and District KRS's who follow these guidelines. The details of the Incentive Program can be found in the Summer 2007 Omega Bulletin on the Fraternity webpage. We have also created a Quarter specific Form 37 (Chapter Report) for your use at the Chapter and District level. (An example of the 1st Quarter Chapter Report is attached to this Bulletin. The full set of the new Form 37 array is available on the web page.)
8. Your Chapter Members who received a paper temporary card for 2006 – 2007, according to our records, either do not have an appropriate photo on file at IHQ or have some unpaid indebtedness (dues, Building Fund, etc.) to the Fraternity. We ask that you assist the Member to close this issue or help us to correct the records.

Volume XXXVIII

World Center

Fall, 2007

3951 Snapfinger Parkway, Decatur, Georgia 30035

Phone: (404) 284-5533

Fax: (404) 284-0333

www.oppf.org

9. Send your electronic photo submissions to this new address that is specifically for photos:
IHQMembershipPhotos@oppf.org
 10. Please remember that we will communicate with you through your Fraternity email address as
(ChapternameKRS@oppf.org)
- If you have any questions, you can always contact me at:
GrandKRS@oppf.org

Brother Charles A. Bruce
Grand Keeper of Records and Seal

Grand Officers

Warren G. Lee, Jr., Grand Basileus
Carl Blunt, 1st Vice Grand Basileus
Brian Gundy, 2nd Vice Grand Basileus
Charles Bruce, Grand KRS
Tony Knox, Grand Keeper of Finance
Michael Adams, Esq., Grand Counselor
Rev. Farrell Duncombe, Grand Chaplain
Walter Body, Grand Marshall

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Lock Box Program Enhancements

In our ongoing effort to continue improvement of the timely and accurate processing of dues and assessments, we are set to launch new features of the online Lock Box program.

During fiscal year of 2006/2007, more than 50% of our payment transactions were processed using the online Lock Box program and over 25% were paid online with credit card, debit card, and electronic (e-check) funds. For a significantly new payment process, those percentages were impressive; however, for fiscal year 2007/2008, we must increase this substantially.

Payment of assessments and dues through the Lock Box program is mandatory. However, we encountered many transactions, which corrupted the intended process causing unnecessary delays and payment integrity challenges.

❑ Payments using Form 2A, 2B, are no longer accepted. The only acceptable forms for dues and assessments are the online lockbox forms (e.g. LB001) LB002, LB003)

Many users have provided feedback on the use of the Lock Box program and we have factored several of these suggestions into upcoming enhancements as highlighted below:

Simplify the End-User Experience with the Lock Box web program:

- Minimize the number of the

LOCK BOX FORMS to a single payment form and, for those paying online, allow a single payment to complete the entire transaction

- Provide online help available throughout the Lock Box website pages to provide context sensitive advice, guidance, and definition during this online experience
- Utilize the assignment of a unique Invoice number which incorporates the Chapter ID for better associating mailed in payments with the Lock Box form
- Automate the validation of payments transactions entered on the Lock Box form in accordance with the financial status of the member.
- Automate the process of MSP initiate payments to allow all intake participants to be listed on the same payment form and payment made with a single, District-level payment form
- Automate the assignment of temporary Control Numbers for intake participants

Member Self-Administration Enhancements: *Members Only Administration Tool*

The purpose for additional enhancements to the online self-

administration tool is to provide the District Representatives, District KRSs, Chapter Basilei, and Chapter KRSs the ability to administer their respective District or Chapter's Members' information, and assist IHQ with obtaining and maintaining the most current and correct information on file for all Members.

Additionally, it will allow an individual Member to administer his own demographic information, view his financial status, and provide the option to upload photo information.

What you can expect:

As a Chapter or District Administrator, you will have the ability to:

- Log in and see every Member that is currently in your respective Chapter(s)
- View all who are financial within your Chapter(s)
- View demographic information for individual Members such as:
 - Initiation Date and Chapter
 - Date of Death
 - Member Status Start and End
- Edit demographic information for individual Members
- Submit Change of Address just by editing the address of the Member
- View who does not have a proper photo on file at IHQ
- Upload photos
- View who is currently MSP certified and the date they became certified
- Export your Chapter information to an Excel spreadsheet
- Print a printer friendly version of your entire Chapter, including the photo or selectively print by clicking on the check box next to the Member you want to print
- Change password

As an individual Member, you can do all of the above, however you will only have access to your individual record.

What you should not expect in this release:

In the current release, you will not be able to view everyone who was ever initiated through your Chapter.

A history of payments for members or chapters will not be available in this release.

Omega Bulletin Fall 2007

Message from the 2nd Vice Grand Basileus



I greet you in the Mighty and Valiant name of our Lord and Savior Jesus Christ who continues to "Rain" his blessings upon us all. For if you are alive, healthy, and reading this Bulletin, you are already in a position to win this game we call life!

We are currently at the halfway point through our term as your International Undergraduate Administration and we are making Owt-Standing Strides to Excellence. We believe that through Friendship and Brotherhood the road to the future of Omega will be filled with Manhood, Scholarship, Perseverance, and Uplift. Remember that these are the very core values in our organization. Along with my excellent team of Undergraduate Representatives, Bro. Benjamin Hart, Bro. Jamar McKoy, Bro Joseph Bowers, and the entire Undergraduate Council, we are taking the Undergraduate brotherhood in Omega to another level.

I am honored to be able to bring to you a vision in which we see Undergraduates actively participating and positioning ourselves to step into ALL Leadership Roles in the Fraternity. We must ensure that Omega will be here for generations to come. You see my brothers; the Undergraduates are the future of Omega, the ones that hold the fate of the fraternity in their hands. Past Grand Basileus Bro. James Avery stated to me that "Omega will have great challenges in its future." Rest assured my brothers, we would indeed have those challenges in which he spoke of as an organization, however, if we are strong, united, and properly prepared, we will successfully lead Omega to its calling.

While serving as your 39th 2nd Vice Grand Basileus, I have had the honor of spending time with many Trendsetters in Omega; Grand Basilei, Current and Former DRs, historically noted individuals, and knowledgeable Brothers. I have learned many things from these individuals. If we do not fully understand where we come from, we certainly cannot understand where we are headed. As Undergraduates, we must all take this vital step and become good stewards of Omega. For through the blessings of Christ Jesus, Omega is our life and our own. Learn your history and take pride in it. We are better now because our predecessors have already built certain bridges that we also can now cross.

This administration has begun a new initiative. This initiative finds its place as a secondary function of the Undergraduate Council. We have called this function "The International Undergraduate Chapter." (I.U.C.) Nothing has been changed logistically; however, our horizon is broadened. The purpose of the I.U.C. is to UNITE the Undergraduate Nation of our beloved fraternity. What we've realized is that part of the problem in our brotherhood is that most of our young brothers "would rather see a Sermon than to hear one any day." This is not a problem for the I.U.C. The International Undergraduate Chain of Command, as you know it, is transformed simultaneously into the Local Chain of Command inside the "model" Undergraduate Chapter and we will operate as such.

For events such as Undergraduate Summit, we will operate in a Chapter Setting for all business to help develop young brothers to be able to knowledgeably operate in a local chapter, district, or Conclave meeting which should all be consistent in the same manner. Every Undergraduate in the organization is indeed represented in the I.U.C. by way of your 2nd Vice District Representatives who do indeed serve on this body. So, in essence, the Undergraduate Brotherhood becomes viewed as one big chapter. The chapter will be equipped with everything from a Basileus all the way down to Committees. Everything that the I.U.C. does will be in line with the initiatives of the entire organization, just as any other subordinate chapter of the Fraternity.

Another one of our initiatives that we are extremely excited about is the Undergraduate Development Center on www.oppf.org. With our vision and the help of our outstanding IT department, we have worked to make this a reality. It will serve as an interactive web center for Undergraduates in Omega to log on and enhance themselves in the positive who's and happenings in the fraternity. It will be limited to Undergraduate brothers only.

During 2007, the fraternity will be collaborating with the "Coaches vs. Cancer" fundraising effort. This is a program designed to fund research for cancer whether it be prostate, colon, or breast affiliated. The Grand Basileus has asked that we all participate in this movement and that every brother in every chapter should sell at least five shirts at the rate of \$20 per shirt: \$8 for the shirt and \$12 for Cancer Research.

The 2008 National Undergraduate Summit will be a THREE DAY EVENT!!!! Three days of Friendship, Fellowship, Brotherhood, Information, the True Omega Spirit and GOOD TIMES! THURSDAY, JANUARY 24, 2008 thru SATURDAY, JANUARY 26, 2008. We are asking all undergraduate brothers to make plans to be present and on time for the Thursday morning session and we are also asking the brothers to stay for a major venue scheduled for Saturday night.

Brothers with conflicts email me at bgundy71245@yahoo.com or Bro. McKoy at mckoy6tp04@yahoo.com and submit your chapter's dilemma in order for me to make a decision on whether you will be excused or not. This decision will rest with me alone.

I look forward to seeing and communicating with all of you. Thank You for all that you do in Omega!

Fraternally,

Brian S. Gundy
39th 2nd Vice Grand Basileus

Omega Bulletin Fall 2007

2008 District Meeting Information

1st District Meeting

April 11-13, 2008
Braintree, MA
Sheraton Braintree Hotel
37 Forbes Road, Braintree, MA
District Marshal: Bro. Francois Fils-Aime
(617) 212-1850
frankwhite86@hotmail.com

3rd District Meeting

April 17-20, 2008
Richmond, Virginia
Sheraton Richmond West Hotel
6624 West Broad Street
Richmond, Virginia 23230
(804) 285-2000
District Marshal: Bro. Jerry Crews
(804) 337-1628 Cell
(804) 780-4244 Work
jccrews@RRHA.STATE.VA.US

5th and 7th District Meeting

April 3-6, 2008
Robinsonville (Tunica), Mississippi
Veranda Grand Casino Hotel
Robinsonville, MS
District Marshal: Bro. Brian Boulware
(901) 606-5202
b135omega@aol.com

7th and 5th District Meeting

April 3-6, 2008
Robinsonville (Tunica), Mississippi
Veranda Grand Casino Hotel
Robinsonville, MS
District Marshal: Bro. Christopher Hatcher
Phone: (662) 422-7975
Statewide5@yahoo.com

9th District Meeting

March 19 – 23, 2008
San Antonio, Texas
Crowne Plaza Riverwalk SA
111 East Pecan Street
San Antonio, TX 78205
1-888-623-2800 or local: 210-354-2800
District Marshal: Bro. John Cooper
(210) 602-7901 cell
cjd78230@yahoo.com

13th District (International)

July 2008 (Coincident with Grand Conclave)
Sheraton Birmingham
2101 Richard Arrington Jr. Blvd North
Birmingham, AL 35203
(205) 324-5000



2nd District Meeting

May 1-4, 2008
Atlantic City, NJ
Sheraton Atlantic City Convention Center Hotel
Two Miss America Way
Atlantic City, NJ
(609) 344-3535
District Marshal: Bro. Ernest Cheatham
(609) 965-9335 Home
(609) 517-4546 Mobil
echeatham80@comcast.net

4th District Meeting

April 24 – 27, 2008
Garard (Youngstown), Ohio
Holiday Inn Metro Plex
1620 Motor Inn Drive
Garard, Ohio
District Marshal: Bro. Kenneth Moore
(216) 746-3569 Home
(216) 533-2633 Work

6th District Meeting

April 17-20, 2008
Charleston, SC
Embassy Suites Hotel Airport
5055 International Blvd
N. Charleston, SC 29418
District Marshal: Bro. Daryln L. Grigsby
(843) 670-5897 Mobil
dlgrigsby@comcast.net

8th District Meeting

May 15 – 18, 2008
Wichita, Kansas
Hyatt Regency Hotel
400 W. Waterman Street
(316) 293-1966
District Marshal: Bro. Stevie Williams
(316) 651-0616 (Day and Night)
(316) 371-4645 (Cell)
swilliams210@cox.net

10th District Meeting

April 17 – 20, 2008
Indianapolis, Indiana
Adam's Mark Hotel at Indianapolis Airport
2544 Executive Drive
Indianapolis, IN 46241
(800) 444-2326
District Marshal: Bro. Ezell Marrs
(317) 251-4400 Work
(317) 698-2857 cell
emarrs3@sbcglobal.net

12th District Meeting

May 15 - 18, 2008
Los Angeles, California
Marriott Manhattan Beach LA
1400 Parkview Avenue
Manhattan Beach, CA
(310) 546-7511
District Marshal: Bro. Keith Parker
(310) 680-7340 home
(323) 533-4202 cell
kphannibal@yahoo.com

Committee Chairmen

Committee	First Name	Last Name	Address	City	St	Zip	Home #	Cell	Email
100th year Celebration	Kenneth	Brown	1813 Kearney Street	Washington	DC	20018	202-529-5761	202-329-8351	kabrown@broadviewnet.net
Achievement Week	Gregory	Thompson	9427 Fulwood Trail	San Antonio	TX	78239	210-653-4434	210-863-0601	gregau79@aol.com
Archives	Curtis	Childers	P O Box 883	Bastrop	TX	78702	512-217-8750	512-217-8750	curtdque@aol.com
Benefits	Stafford	Thompson, Jr	6 White Run Ct	Durham	NC	27712		919-698-9598	sthompson@ncmutualife.com
Budget	Donnie	Bowser	1301 E 36th Street	Baltimore	MD	21218	410-467-2856	443-629-7481	donald.bowser@verizon.net
Chapter Advisors	Curtis	Baylor	5110 Pheasant Ridge Rd	Fairfax	VA	22030	703-543-8506	703-919-9904	lifefity@aol.com
Community/Civic	Daniel B.	Jones Sr.	3758 Severn Road	Cleveland Heights	OH	44118	216-371-5392	216-577-8967	thunderque4thd@sbcglobal.net
Const./Bylaws	Clement	Osimetha	16251 N. Dallas Parkway	Addison	TX	75001	972-687-5760	214-335-9871	clement.osimetha@mkcorp.com
Corporate Relations	Edgar	Mathis	4997 Toproyal Lane	Jacksonville	FL	32277	904-743-4203	904-759-1602	mathisque69@oppf.com
Credentials	Greg	Epps	5305 Glow Drive	Cross Lane	WV	25313	304-776-5613	304-541-0290*	eppsgr@wvstateu.edu
Economic Development	Calvin	Beal	1325 Rue Crozart	Baton Rouge	LA	70810	225-767-0933	225-931-4760	efma@aol.com
Educational Development	Johnny D	Jones	3466 E. Kiehl Ave Apt. 6601	Sherwood	AK	72120	501-833-3519	509-432-9587	jdjones@arkansasbaptist.edu
Fiscal Management	Rufus	Heard	P O Box 18852	Cleveland Heights	OH	44118	216-397-9466		Rufus.Heard@53.com
Government Relations	Peter	Higginbotham	9102 Claudine Lane	Fort Washington	MD	20744	301-248-8902	202-421-8506	higginbotham.peter@dol.gov
History	Vernon	Weakley	2103 Linea Del Pino St	Houston	TX	77077	281-589-9178	832-259-9911	swalos@aol.com
History/Archives	Adam	Mckee	3912 Fox Valley Drive	Rockville	MD	20853			mckeea@verizon.net
Honorary Members	Ernest	Sidney	3725 N.W. 11th Avenue	Miami	FL	33127	305-634-2371		na
Medical/Health Initiative	Charles	Christopher	3307 Woodbriar Lane	Austin	TX	78723	512-926-2454	512970-4056	cc24@txstate.edu
Membership	Keith	Neal	22019 101st Place, S.E.	Kent	WA	98031	253-859-7398	206-491-1602*	kneal@aol.com
Next Generation Leaders	Terrel	Parris	1760 Ft. Washington Ave.	Maple Glen	PA	19002	215-628-2760	215-859-8268	t-parris@worldnet.att.net
Pan Hellenic Rep.	Marvin	Jones	1637 Big Bend Dr	Lewisville	TX	75077	972-318-0182	975-854-1629	marvin.jones@mkcorp.com
Reclamation	William	Council	3701 Brushy Lane	Charlotte	NC	28270	704-847-6089	704-619-1539	bill.council@imagesolutions.biz
Recommendations	Dylan	Bess	341 Summer Bend	Columbia	SC	29223	803-446-2955	803-446-2955	dylanbess@hotmail.com
Recruitment	Dorsey	Miller III	6008 NW 62nd Terrace	Parkland	FL	33067		954-523-9922	dmiller@haliczperpetis.com
Registration	Joel	Richards	8718 Valley Song Drive	Houston	TX	77078	713-633-6544	281-2363319*	qbambam@msn.com
Retention	Jerome	Gladney	2945 Angela Circle	Jackson	MS	39209		601-953-4830	igladney1@iam.rr.com
Rules	Paul	Crutchfield	6801 S. Euclid Ave	Chicago	IL	60649	773-288-0256		crutchque@aol.com
Scholarship	Ademuyiwa	Bamiduro	6533 E. Jefferson Unit 114	Detroit	MI	48207		202-438-2023	muyiwabamiduro@oppf.com
Social Action	Tony	Collins	1838 Turmont St.	Carson	CA	90746	310-608-7795		skegeetony@aol.com
Talent Hunt	Larry	Pough	20 Trotter Drive	Henrietta	NY	14467	585-334-7370	585-507-1245	pough@fronternet.net
Technology	Patrick	Smith	7510 Ramblewood Drive	Garland	TX	75044	972-414-6941	214-282-5714*	patrickbsmith@aol.com
Tribunal	Wilson	White	5831 Cherrywood Terrace Apt 204	Greenbelt	MD	20770		919-413-2409	wwhite201@yahoo.com
U/I Liasion	Lee	Willis	3306 Confederate Ct	Missouri City	TX	77459	713-437-0416	281-788-8438	lee.willis-1@nasa.gov
Ways & Means	Calvin	Zellars	4225 Scarlet Sage Court	Ellicott City	MD	21042	410-461-4464	443-324-1392	czellars@wbff.sbgnet.com

OMEGA PSI PHI FRATERNITY, INC.

1st QUARTER

FORM – 37

REPORT OF CHAPTER TO DISTRICT REPRESENTATIVE

Period Covered: **November, December, January**

Name of Chapter: _____ Graduate: _____ Undergraduate: _____

Address: _____

I. Chapter Membership:

1. Number of Financial Brothers _____ (Attach form 53)

2. Number of Brothers Reclaimed _____

3. Was there a Membership Selection Process held? _____

4. Number of Brothers initiated _____

5. Number of Brothers who have transferred: In _____ / Out _____

6. Number of Undergraduate Brothers that graduated last year: _____

7. Number of Inactive Brothers _____

8. Number of Brothers transferred into the Omega Chapter _____

(list names)	_____	D.O.D _____
	_____	D.O.D _____
	_____	D.O.D _____
	_____	D.O.D _____

9. Name of delegate(s): Undergraduate Summit _____

10. Please attach Form 50

II. Chapter Scholarships, Gifts and Contributions:

1. Total amount of scholarship awarded by chapter \$ _____

2. Contributions made to the following:

- | | |
|-----------------------------------|----------------------------------|
| (a) NAACP _____ | (f) College Endowment Fund _____ |
| (b) Red Cross _____ | (g) YMCA _____ |
| (c) March of Dimes _____ | (h) YWCA _____ |
| (d) Girl Scouts _____ | (i) Boy Scouts _____ |
| (e) American Cancer Society _____ | (j) High School Essay _____ |
| | (i) Other _____ |

III. Chapter Activities:

Please list the activities in which the chapter engaged in the following categories:

1. Achievement Week (estimated man hours spent) _____

Description _____

2. NAACP (estimated man hours spent) _____

Description _____

3. Scholarship (estimated man hours spent) _____

Description _____

4. Social Action Programs (estimated man hours spent) _____

Description _____

5. Reclamation and Retention (estimated man hours spent) _____

Description _____

6. Health Initiatives (estimated man hours spent) _____

Description _____

IV. Chapter Finances:

Total amount collected in:

National Dues: _____ National Assessments: _____

Local dues & assessments: _____

District dues & assessments _____

Additional assessments not mentioned: _____

Net amount received from other fund raising sources: _____

V. Housing

Does the chapter own a fraternity house? _____

What is the value of the house/ property? _____

VI. Please provide the names and contacts of brothers initiated

BROTHER NAME

BEST CONTACT

VII. Undergraduate Chapters - Please provide the names and contacts of the undergraduate brothers that graduated last year:

NAMES

BEST CONTACT

VIII. Names and contacts of inactive brothers (back of page if necessary)

<u>NAMES</u>	<u>Best Contact</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Recommendations

BAS: _____

KRS: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

NOTE: SEND ONE COPY TO INTERNATIONAL HEADQUARTERS, DISTRICT REPRESENTATIVE, DISTRICT KRS AND STATE REPRESENTATIVE, CORRIDOR OR AREA REPRESENTATIVE.

International Headquarters
Omega Psi Phi Fraternity, Inc.
3951 Snapfinger Pkwy.
Decatur, GA 30035
404-284-0333 Fax
404-284-5533 Phone
programcoordinator@oppf.org

Omega Psi Phi Fraternity, Inc.

Record Retention Schedule

International Forms – 5 Years

- Chapter Roster – Form 53
- Chapter Officers – Form 50
- Special Event Checklist
- Certification – Form 10
- Instruction for Completing Form 10 & 102
- Delegate Credentials for Conclave – Form 36

District/Chapter Forms – 5 Years

- Chapter By-Laws Form 51
- Chapter Charter Application Form 51
- Chapter Evaluation Form
- Report of Chapter to District Representative Form 37

State Forms – 5 Years

- State Reporting Policy
- State Expense voucher
- State Dues Remittance Form 2A-30
- Non Dues Form 2A

Membership Forms – 5 Years

- Initiation Reports
- Deceased Form
- Change of Address Form
- Application for Membership Packets – Form 9A
- Life Membership Application Form E9
- Member Code of Conduct and Disciplinary Policy

Award Forms – 5 Years

- National Essay Contest Entry Form
- Achievement Week Awards & Submission – Form 77
- Conclave Awards Application – Form 80
- Charles R. Drew Award
- Application for Scholarship or Grant – Form 66
- Award of Scholarship or Grant Certification – Form 66A

Additional Forms – 5 Years

- Lockbox Payment Manual Form LB000
- Shipping and Hold Slips
- Price List Form 25
- KRS Chapter Roster/Minutes Form 52 & 54
- KF Individual Record/Chapter Account
- KF Financial Section Form 58

Legal Forms – Permanent

- 48 Hour Incident Report
- Claims Form HRH Kirklin & Co.
- Legal Defense Form 2A-15
- Release Form

Historical Items – Permanent

- Documents
- Photos

Please note: The above Retention Schedule is to be used as a guideline for documents that you may encounter. The schedule is subject to change. Please contact the Records Administrator regarding documents not listed above.

10/2007

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Omega Psi Phi Fraternity, Inc

International Headquarters

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www.oppf.org

Non-profit
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30035
Permit #9