

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814



January 8, 1996

ALL COUNTY INFORMATION NOTICE I-03-96

TO: County Welfare Directors
Auditors
Administrative Services Officers
District Attorneys
Mental Health Departments
County Clerks
Probation Departments
Public Adoption Agencies

SUBJECT: CDSS WAREHOUSE CLOSURE AND MOVE

The California Department of Social Services' Warehouse will be closed for four weeks beginning Monday, February 19, 1996, through Friday, March 15, 1996. The Warehouse will move to a new location. The address is:

CDSS Warehouse
P. O. Box 980788
West Sacramento, CA 95798-0788

During this time, we will be unable to process any requests for forms, publications, or regulations. Any request received after February 16, 1996, will be held and processed beginning Monday, March 18. *Please order all necessary items prior to February 16 to ensure sufficient operating supplies for your county or agency.*

If you have any questions, please contact Gail Geisick at (916) 322-6250 or Christie Kaiser at (916) 657-1893.

Sincerely,

A handwritten signature in cursive script that reads "Vanessa D. Byrd".

VANESSA D. BYRD, Manager
Program Support Section
Administrative Services Bureau