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OFFICE OF GOVERNOR RONNIE MUSGROVE  
INTEROFFICE MEMORANDUM

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**TO:** GAVIN  
**FROM:** RILEY  
**SUBJECT:** SOUTHERN GROWTH POLICIES BOARD ANNUAL MEETING REGISTRATION AND ROOMS  
**DATE** 5/1/03  
**CC:** FILE

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This is just a “heads up” memo to notify you of anticipated expenses related to the upcoming Southern Growth Policies Board meeting in Biloxi, June 1-3.

The Governor and I will be attending the meeting. Per the Governor’s instructions, I have also registered Richard for the meeting. Registration costs are as follows:

Governor	325
Me	325
Richard	<u>325</u>
TOTAL	\$975

This includes all meals, but does not include rooms. The Beau is providing a complimentary suite for the Governor, but Richard and I will have to pay for our rooms, which run \$120/night:

Me (2 nights)	240
Richard (2 nights)	<u>240</u>
TOTAL	\$480

I just wanted to alert you for planning purposes.