

PATHWAYS ABILITIES SOCIETY

PROCEDURE: BUSINESS CARDS, LETTERHEAD AND PATHWAYS ABILITIES SOCIETY LOGO USAGE

Applies to: All Personnel, Volunteers and Persons Served

Effective/Revision Date:

February 21, 2005

March 28, 2006

September 12, 2011

November 21, 2012

1. Contact the executive director when business cards or letterhead is required.
2. He/she will issue.
3. Letterhead and business cards are only used to conduct or for correspondence related to the activities and business of Pathways Abilities Society.