Senior Deputy Vice-Chancellor, Professor Ken Eltis officially opened Stage One of the Wilkinson Building refurbishment at a reception held on the evening of 4th July 2002.

Designed by BatesSmart Architects, the refurbishment has added new architectural design studio space, offices and seminar rooms for staff and students on Level 3 of the building.

Professor Eltis and the Dean of the Faculty, Professor Gary Moore, hosted invited guests and students at a reception following the ribbon-cutting ceremony. Level 3 is only the first stage in a 5-stage plan to totally refurbish the Wilkinson Building. Plans are well under way for Stage 2. Further details are in this issue of archetype and in the April 2002 issue 8.
Renewing the Foundations of Excellence

The Faculty of Architecture is the first in the nation, with architecture having been taught at the University since 1884, the Australasian foundation chair, Professor Leslie Wilkinson, taking up his post in 1918 and the Faculty being founded in 1920 – all firsts in Australasia.

As well as being the first, we have many reasons to believe the Faculty is among the best in Australia, again drawing the best and brightest students from the state and region, graduating generations of top designers, planners and researchers and surpassing all other similar faculties in Australia in research on the planning, design and science of the built environment.

Our mission is very simple – to continue to provide world-class education in architecture and the other disciplines of the built environment, and to continue to conduct world-class research, scholarship and creative professional work.

Our home – the Wilkinson Building – was designed and constructed in three stages from 1959 to 1983. Built for 400 students and expanded for 600 students, the building now has to accommodate the Faculty’s more than 1,000 students plus staff and visiting scholars from around the world. We have evolved from teaching only undergraduate architecture and, later, graduate town and country planning and architectural science, to now offering three undergraduate degrees in architecture and design computing along with 15 postgraduate programs and close to 100 research students and five areas of internationally recognised research. Meanwhile, the building has barely changed and, until recently, it has been neither expanded nor refurbished.

We are embarking on a long-overdue 5-stage expansion and renovation campaign, and need your help. The University can no longer do it alone – we need the help of our Alumni and Friends to raise partial matching funds for each stage. As you read through the enclosed brochure you’ll see the 5-stage plan unfolding. On July 4th at the Official Opening of Stage 1, we thanked our private donors to date and launched our first Annual Campaign – the Wilkinson Building Development Fund. I would like to invite you to join a select group of fellow Alumni and Friends of the Faculty to renew your connection with the Faculty by contributing to this fund and helping us renew the foundations of excellence that have for so long been a hallmark of this Faculty.

Professor Gary Moore, BArch MA PhD RAIA PIA FAPA, Dean
Alumni Association Report

Fellow alumni,

Hi and how are you all?

This year I am honoured to be elected as the President of the University of Sydney’s Architecture Alumni Association. I will endeavour to live up to your expectations.

Firstly I would like to thank Louise Cox, our previous president. Louise put in the hard yards with others in establishing the Architecture Alumni Association and decided to retire this year. Also special thanks to Graham Andrews, our former secretary, and Trevor Howells, who also retired this year. All have made an enormous effort and contribution in the early years of our Alumni Association.

Congratulations to this year’s Council, who are:

- Michael Day (BArch '67) Vice President
- Kevin Bradley (MDesSc '00) Secretary
- Peter McDonnell (BArch '63) Treasurer
- Charlie Evans (MDesSc '01)
- Maasaki Ikeda (MTCP '78)
- Peter Armstrong (BArch '68, PhD '92)
- Densil Cabrera (PhD '01)
- Paul Murty (BArch '69, March '73)
- Martin Payne

As an Alumni Association we still have a long way to go to match the alumni communities established overseas. A quick browse of their websites shows the huge level of commitment to students and alumni, offering everything from low-interest loans and scholarships to assistance with employment. Grateful alumni respond with generous donations or other contributions to their associations.

Our Alumni Association is very young, yet we are starting to come together in what will be the basis for a strong, well networked community that will work towards the improvement of architectural education and the welfare of the students of the Faculty of Architecture at the University of Sydney. In the not too distant future I hope to see our Architecture Alumni Association providing a range of benefits to members and students, ensuring that the University of Sydney remains the premier architectural educational facility of this country.

In these early years we have a steep climb ahead, although there is no reason for not having some fun along the way. Events held during the forthcoming year will assist in raising funds for the much-needed Wilkinson building works.

Last year our Association raised funds through the Spring Celebration Pulse Party, which was a great night, filled with good times, celebrities and students all mixed together and having fun. There were also some incredible prizes won in the raffles.

Recently, our Dean, Professor Gary Moore, presided over the official opening of Stage 1 of the building works, the complete renovation of Level 3 of the Wilkinson Building. This work was made possible through the generosity of the University, major sponsors, and contributions from our Architecture Alumni Association and the driving force of our Dean. Everyone on the night had a great time and was suitably impressed with the finished product.

As you would appreciate, University funds are limited and competition for their favour is high. Facilities that can raise 50% of the funds required for building work will receive priority. The Architecture Alumni Association supports strongly the progressing of the building works at the Wilkinson Building. After all, it is a reflection of our professions and will add flavour to our qualifications.

Our Alumni Association is also about creating a close community that can network, add value to our lives and promote the art of quality built environments within the broader community.

This year, why not take a break and enjoy participating in one of our events, catch up with some of your old uni friends and have some fun?

I hope to see you some time during the coming year.

Graham Miller
(MDesSci(FM) 1999)

Level 3, the Atrium Gallery and the Denis Winston Library
AAA Fund Raising

During his address at the Opening of Stage 1 of the Faculty’s Wilkinson Building Refurbishment and Expansion, Professor Ken Eltis, Senior Deputy Vice-Chancellor (Planning and Resources) remarked upon the vision of his predecessors. He said that when it was decided to build the Great Hall, there were only fourteen undergraduates enrolled. The Professor also told the gathering that only half of the University’s income of $34 million a year comes from government funding. The University, he said, is looking for support from the private sector and from its alumni.

Those alumni who were present at the opening of Stage 1 will have seen the transformation and the beginning of the Faculty’s marvellous new facilities. The Faculty now has more than one thousand students enrolled in various disciplines who will benefit from the new facilities and from the further stages as they are completed in the coming years.

Many alumni will have a long and rich family tradition with the University. Some may even trace their heritage back to those early visionaries and the building of the Great Hall. Some will have sons and daughters currently attending the University, or about to attend the University. It is this heritage and a sense of place, which ensures the University and the Faculty will continue to go forward into the future.

To enable the Faculty to improve its facilities and continue to be an exceptional educational experience, we need and value your support.

Peter McDonnell, (BArch ’63) Treasurer

Architectural Study Tour to Egypt

Coming up in February 2003, this proposed tour, promoted by the Architecture Alumni Association, is of particular interest to architects and examines many of the architectural wonders of Egypt. We will look at the ancient pharaonic temples and tombs including Abu Simbel, Karnak and the Ramesseum, the Ptolemaic temple at Dendara, the Roman catacombs in Alexandria, mosques and private houses in mediaeval Cairo and the new library at Alexandria. Your guide, Dr Michael Birrell, is a professional Egyptologist who teaches at Macquarie University and who works in the field as an archaeologist in Egypt. He leads two or three similar tours each year. Tours are limited to ten people.

The tour costs $6,200 including GST. This price covers twin share accommodation in 4/5 star hotels, half-board (breakfast only), travel in Economy class on Singapore Airlines to Egypt, internal flights on Egyptair, all transfers and entry to all museums and sites. Hotels are located near a wide range of restaurants that cater to Western and Egyptian cuisines. Insurance is not included.

Proposed itinerary for tour departing 4 February 2003

Day 1 Leave Sydney
Day 2 Arrive Cairo - afternoon at leisure
Day 3 Saqqara step pyramid and private tombs
Day 4 Giza – evening in the Khan el-Khalili markets
Day 5 Fly to Abu Simbel temple – evening arrive Luxor
Day 6 Deir el-Bahri temple – Deir el-Medina village
Day 7 Ramesseum – Valley of the Kings
Day 8 Karnak tombs – afternoon felucca ride or at leisure
Day 9 Medinet Habu – evening at Luxor temple
Day 10 Dendera Ptolemaic Temple – evening flight to Cairo
Day 11 Walk in Islamic Cairo - the Citadel of Saladin
Day 12 Cairo Museum – afternoon train to Alexandria
Day 13 New Library in Alexandria - Islamic fort
Day 14 Alexandria Museum – Roman catacombs - train to Cairo
Day 15 Walk in Islamic Cairo - mosques and private houses
Day 16 Leave Cairo
Day 17 Arrive Sydney 20 February 2003

Further information is available from Michael Day, BArch ’67 mikeday@viper.net.au.

Alumni in the News

Christine Kwong (MG7 Architects) and Adrian Yap (JPW Architects), both BArch Graduates in 1999, have recently won an award in an open international competition in Mon, Denmark. The competition called for the design of the GeoCenter at Mons Klint. The GeoCenter is a nature-based geology and experience centre situated in the National Park of Store Klint, home of the famous 130-metre-high chalk cliffs by the edge of the Baltic Sea. A total of 291 entries were received from around the world and the entry by Christine and Adrian has been published in AR. Congratulations to Christine and Adrian.
Facilities Management and Business: Productivity and the Workplace

Very few organizations have the operation of premises as their core business yet facilities are fundamental to all organizations. This most often means that facilities costs are a necessary evil diverting resources from core business and therefore reducing facilities operating costs is seen as ‘good management’.

For most businesses in the services sector facilities costs rank second in magnitude to the wages bill. Where wages plus on-costs account for sixty or more percent of costs, facility costs are ‘merely’ around ten percent. The link between employee productivity and facilities has been notoriously resilient to study. Attempts have either tried to correlate mundane tasks to work environment and these studies do not bear much relation to everyday service sector work. It is certain that poor work environments have an adverse effect on employee productivity arising through lack of motivation. The situation is further confused by the experience of highly motivated staff working happily in poor environments, and despondent staff complaining bitterly even though their environments are first class. The impact that poor environment may have on the return on salaries and wages over a year could be very substantial.

Despite the costs that poor facilities could be inflicting on an organization, a UK study found that organizations spent only between 1.5 to 3.5% of their annual facility expenditure on the management of their facility. Assuming that it costs $75,000 p.a. (including on-costs) to employ a Facility Manager, it indicates that management of facility costs is seen to be viable only for businesses with a facility bill greater than $2 m. p.a.

Facility Management is essentially about ensuring that a business’ facilities support its corporate goals. It is a management discipline that depends upon effective data and information systems and is ultimately underpinned by the organization’s financial considerations. It is informed by technical knowledge of a diverse range of subjects from cleaning to energy efficiency, lease negotiation to building maintenance.

The most expensive facility cost commitments start when leasing premises. Whilst rent is an obvious consideration, the outgoing and fit-out costs can be less obvious. Although rent may be in the order of several hundred dollars per square meter per annum, operating costs can be anywhere from thirty to one hundred dollars. The fit-out – entailing the provision of furniture and fittings and also the reconfiguring of the air-conditioning and electrics – may cost around five hundred dollars per square meter. The surprisingly rapid rate of internal relocation of staff, communication and office equipment means that frequent local re-fit works have to be carried out at unplanned expense.

The average office worker occupies around 20 square meters of office space, this means that the cost of providing a fit-out for one staff member is around ten thousand dollars. Moreover the cost of operating that space is around one thousand dollars per annum. Compare this to the average salary, conservatively around $34,000 p.a. it will be seen that the inefficiency of space use can be a significant cost.

Many facilities costs are simply not amenable to management: rates, rubbish disposal, insurances, etc. are largely fixed or set externally. Other cost centres such as electrical energy consumption and communication costs, although they cannot be dispensed with, can be controlled by management initiatives.

The Facility Management Process

A facility not only includes grounds, premises, fittings and furniture, but can also include communications, vehicle fleet, and whatever other support services are non-core business.

Essentially it is a management discipline. The facility manager has to know ‘where the organization is’, where the organization wants to be, and to plan how it is going to get there.

Knowing where you are means understanding the business – what it does, how it does it and what are its measures of success. You cannot know where you are unless you have information.
Knowing where you want to be means setting a goal and a timeframe to reach it.

The Facility Management Plan is that which maps the operation and expenditure of the facilities resources to reach these goals, including interim milestones and targets over time.

An organization is not going to get from where it is to where it wants to be unless it allocates the necessary resources to do so. Therefore a sound understanding of the organisation’s finances is crucial.

Without management information there is nothing to manage. Although you can dream of where you want to be you will be unable to establish a programme of getting there without performance measures.

Summary

Facilities operating costs experienced by two similar businesses can vary greatly. It is certain that the business that can run their facilities more efficiently will have a competitive advantage as well as - all other things being equal - improving their profitability. These facts will ensure the growth of the Facility Management profession.

3 Australian Bureau of Statistics, 6301.0 Average Weekly Earnings.

Dr David Leifer
Coordinator, Master of Facility Management Program

Geometries of Power: Imperial Cities of Delhi

On 11th April, Adjunct Professor and NSW Government Architect, Chris Johnson (BArch ’67), presented the Fourth Wilkinson Lecture at the Eastern Avenue Auditorium.

The lecture, introduced by the Hon. Paul Keating, and attended by over 300 people, gave an insight into the architectural design of the seventeen cities of Delhi and also to the history and style of architecture and design throughout India. In keeping with the theme of the lecture, guests enjoyed Indian sitar music before and even during the lecture, and a delightful Indian reception after the lecture, with food supplied by well known chef, Walter Fernandes of Kokum Goan restaurant of Pyrmont. Big thanks must go to India Tourism Sydney, who helped sponsor the event.

Professor Johnson’s book Geometries of Power: Imperial Cities of Delhi is available for purchase at a cost of $19.95 from the Faculty Office. Contact: 9351 5924.
Traces of the Past, an exhibition of measured drawings of monumental and vernacular Turkish architecture exhibited in the Boral Timber Gallery of the Wilkinson Building was officially opened by the Turkish Ambassador to Australia, His Excellency Tansu Okandan on Tuesday, 22 October in the presence of Mr Niyazi Adali, the Turkish Consul-General and over 80 invited guests. Final year architecture and graduate heritage conservation students at Mimar Sinan University in Istanbul prepared the drawings. Associate Professor Peter Phibbs, Head of School, representing the Dean who was overseas on University business welcomed the distinguished guests and visitors to the opening splendidly organised by Lynne Cook, Executive Assistant to the Dean.

The exhibition grew from an idea suggested by Murat Gul, a doctoral student in the Faculty and a graduate from Mimar Sinan University, and was curated by him and Trevor Howells, a Senior Lecturer in the Faculty. To celebrate the opening of the exhibition, Professor Ilgi Askun, Head of the Department of Mimar Sinan and her colleagues Associate Professors Demet Binan and Tulay Cobancaoglu travelled to Australia to deliver a series of public and post-graduate lectures addressing a range of conservation and heritage issues.

An elegant poster invitation and catalogue for Traces of the Past were prepared and designed by Murat Gul and his wife Figen, a graduate student undertaking a masters degree in digital media.

Immediately prior to the opening of the exhibition, Trevor Howells travelled to Istanbul to give a lecture at Mimar Sinan University and another to the Istanbul branch of the Turkish Chamber of Architects where he spoke about the Sydney Opera House and the work of Harry Seidler, Philip Cox and Glenn Murcutt.

All alumni are cordially invited to enjoy Traces of the Past, open Monday to Friday 9.00 am – 6.00 pm until 13 December 2002 in the Boral Timber Gallery, Level 2 of the Faculty.
Awards

The 2002 RAIA Design Medal and HPA/MIRVAC Student Architectural Awards were announced and presented at Tusculum on Friday, May 3. As part of the ceremony, the 2002 Student Award Address was delivered by Alex Popov and Bob Nation, Chair of the Awards Jury, presented the awards. The ceremony was chaired by Richard Francis-Jones, BArch ’85, President of the NSW Chapter. We were especially pleased that the top prize – the annual Design Medal – went to Marcus Trimble (BArch ’02) of the University of Sydney.

The 2002 Student Awards Jury consisted of:
Bob Nation – Chair - Director of Crone-Nation
Richard Francis-Jones (BArch ’85) – President of the NSW RAIA Chapter
Beverley Garlick  – Chair of the NSW RAIA Education Committee
Peter Mould – Assistant Government Architect
Malcolm Sholl (BArch ’75) – Director of Design HPA/Mirvac.

RAIA Design Medal:
Marcus Trimble (BArch ’02) University of Sydney

RAIA Design Medal Commendation:
Linda Wainright, University of Newcastle

RAIA HPA/MIRVAC Award:
Alexander Koll, University of Technology Sydney

RAIA HPA/MIRVAC Commendation:
Drew Williamson (BSc[Arch] ’02), University of Sydney*

WA Nelson Memorial Prize:
Andrew Howell, University of Technology Sydney

AW Anderson Prize:
Christina Garduno-Freeman, University of Technology Sydney

Master of Design Science (Building) Prize:
Richard David Harrison, University of Sydney

NSW RAIA Chapter Prizes:
Ken Chuan Soh Malvin, University of NSW
Wei Yap Ooi, University of Newcastle
Hannah Amy Tribe, University of Sydney
Antoinette Berdoukis, University of Sydney
Leny Lombo, University of Technology Sydney

* The RAIA HPA/Mirvac Award is available for students of architecture that have successfully completed their first three years of study. This award identifies emerging design talent and encourages students to pursue their personal development through their second tier of study. The jury this year selected a winner and one commendation. The commendation was awarded to Drew Williamson of the University of Sydney for his design for the Clovelly Bowling Club. The jury enjoyed the understated quality of this proposal that illustrated a formal view that indicated an understanding of the opportunities of the site and the unique culture that is the Australian Bowling Club.

Lei Feng, Master of Design Science (Illumination Design) at the University of Sydney, has won an IALD scholarship of $US500. Lei is from Shanghai and the award will help her in her studies. She said that she was delighted and that receiving the award was of greater significance to her than the money.

James Perry (BArch ’01), who graduated from the Faculty in 2001, was recently awarded the Grand Prize for the Central Glass competition in Tokyo. The competition was judged by Toyo Ito. James was selected the best amongst 1000 entries. Congratulations James!

Second year architectural student, Tomek Archer, won the top design award in September at the Advanced Art Students Exhibition at the Tin Sheds Gallery with his innovative Campfire Coffee Table. Deceptively simply of line, his concept belies the attention to detail that was needed to cut and angle the legs. “The individual elements themselves are fairly rudimentary but when arranged they ‘lean’ on one another and interact within a volume,” says Tomek. The result is a stylish sculptural piece that is functional and transportable; the legs come apart and can be flat-packed with the glass top.
Promotions and Accomplishments

Dr Mike Rosenman has recently been promoted to Senior Lecturer. In announcing the promotion, the Dean, Professor Gary Moore remarked that this was a long-overdue and very much deserved promotion. The Alumni Association and the Faculty both salute Michael on his accomplishment.

Associate Professor Warren Julian, in November 2001, was appointed to Standards Australia’s Electrical Standards Sector Board, which sets policy on electrical, IT and lighting standards for Australia and New Zealand. This is an important step in recognising the importance of lighting in the electrotechnology field and corrects an omission made when Standards Australia reorganized and dissolved the Lighting Standards Board, about a decade ago. The Electrical Standards Sector Board is also the Australian National Committee of the International Electrotechnical Commission (IEC), whose importance has increased since GATT and its replacement, the WTO.

New Staff Appointments

Dr. Simon Hayman (MArch ’99, PhD ’97) has been appointed as Associate Dean (Research), and Acting Associate Dean (Undergraduate Studies)

Associate Professor Warren Julian as Associate Dean (Graduate Studies)

Dr Harry Margalit as Associate Dean (Teaching & Learning)

Kristine Sodersten (BArch’67) as Associate Dean (Undergraduate Studies)

Welcome to Dr Ayca Tuzmen who joins the Faculty as Lecturer in Design Computing.

Ms Lucy Prior has been appointed to the position of Administrative Assistant at the Tin Sheds Gallery.

Ms Lynne Cook has been appointed permanently to the position of Executive Assistant to the Dean and Alumni Coordinator. Lynne has been acting in the position since last October.

We are also in the process of recruiting and interviewing for the new Chair of Urban and Regional Planning, for new lectureships in Architectural Technology and Environment-Behaviour Studies, and for a new Manager for our Student Services Centre.

Awards

Congratulations are extended to Dr Peter Armstrong, Lecturer who this year, in conjunction with Hassell Architects, won Australian architecture’s most prestigious prize, the Salaman Medal, for his redesign of the National Institute of Dramatic Art (NIDA) building at Kensington. Dr Armstrong who was overseas at the time of the prize giving was overwhelmed when informed of the award. “To win this award and receive the recognition by my peers of my work is a highlight of my career”, Dr Armstrong remarked.

Professor Tom Heneghan, Chair of Architecture, has been awarded the Japanese Government’s highest award for public architecture, the Kokyo Kenchiku Shoh, for his design of Forest Park Adatara – a ‘vacation village’ for over 1000 people in the foothills of Mount Adatara in Fukushima Prefecture, Japan. The award was presented to Professor Heneghan in November by Chikage Ougi, the Minister for Land and Transportation.

Honorary Associate, Mr Neville Thiele is the co-recipient of the 2003 IEEE Masaru Ibuka Consumer Electronics Award, with the following citation: “For major contributions to the synthesis and analysis of loudspeakers.” Heartfelt congratulations to Neville on this recognition of his work.

In late-breaking news, Paul Berkemeier (BArch ’76) was recognized with two major awards at the National Institute of Architect awards, held on Thursday 24th October. Paul’s ‘Australian Shearers Hall of Fame’ at Hay won the BP Colorbond Award and also the National Commercial Award.
New Strategic Directions in Asia

The Dean, Professor Gary Moore, the Associate Dean (Graduate Studies), Associate Professor Warren Julian, and the Coordinator of the Urban Design Program, Sesquicentennial Senior Lecturer Barrie Shelton have been exploring new strategic initiatives for the Faculty in Asia and South-East Asia.

The Faculty has many graduates spread throughout Asia. The Faculty also has a number of current students - undergraduate and graduate including PhD research students - from Hong Kong, Singapore, Indonesia, Malaysia, Japan, India, Sri Lanka, Thailand and China. The Faculty has been teaching parts of its graduate certificate and diploma programs in SouthEast Asia, in particular parts of the graduate Illumination Design Program. There are several research partnerships in place and developing with various universities in Asia. But to develop and further strengthen our ties with Asia, the Dean and others have been visiting colleagues and hosting delegations here at Sydney.

In July 2002, on invitation of universities in Singapore and Hong Kong, the Dean visited Professor KW Chau, Dean of Architecture at Hong Kong University and Professor Cheong Hin Fatt, Dean of Design and Environment at the National University of Singapore to explore the possibilities of strategic alliances. We currently are in the process of finalising an agreement with HKU and a special articulation agreement with the City University of Hong Kong, with others pending with NUS and with the Tokyo Institute of Technology in Japan.

In October, Warren Julian was invited by the Manipal Academy of Higher Education in India to meet with the Vice-Chancellor, the Registrar and the head of Electrical and Electronics Engineering to explore an exchange agreement for architecture and illumination design between Sydney and Manipal.

For several months Barrie Shelton has been working closely with his colleagues, Alex Liu and others, at the Chinese University of Hong Kong through their School of Continuing Studies, to develop a “twinning” program whereby our Certificate, Diploma and Masters of Urban Design would be offered in conjunction with the Chinese University. This will be our first twinning program, and is hoped to be ready for offer for late 2003. With its experience under our belts, we will explore the possibilities of expanding the concept with other programs and other universities in Asia and SouthEast Asia.

In October, the Dean visited universities in Shanghai, Nanjing and Beijing. He has also been meeting International Development Program representatives in Asia and SouthEast Asia. Meeting with Professor Wang Bowei, Dean of Architecture and Urban Planning at Tongji University in Shanghai, Professor Ding Wowo, Vice-Dean of Architecture at Nanjing University, and Professor Qin Youguo, Dean of Architecture at Tsinghua University in Beijing, he is exploring a variety of strategic initiatives for student and staff exchanges, joint studios, virtual studios and research collaborations with three of the top universities in Asia. These agreements are all expected to be in place before the end of this year so that interested students, researchers and teaching staff may move back-and-forth between Sydney and key universities in Asia.
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For more information
contact
Lesley Vanderkwast
on (61-2) 9351 2686 or
email:
lesley@arch.usyd.edu.au
for an information package
Alumni Change of Address/Details:

To keep you up-to-date and informed on all alumni matters and advice on exciting up-coming events, we need to know if you have or are changing address, phone, company or any other details.

Please complete the following information and return to:

Lynne Cook, Alumni Coordinator
Faculty of Architecture
Wilkinson Building G04, Room 458
University of Sydney NSW 2006
Australia

Name: __________________________________________________________

Degree & Year: ____________________________________________________________________________

New Address: ____________________________________________________________________________

Tel: _____________________________________________________________________________________

Fax: _____________________________________________________________________________________

E-mail: ___________________________________________________________________________________