



NCR Public Buildings Service

***NCR Cordially Invites You to Attend an Online Webinar on
GSA Rent Billing***

The National Capital Region (NCR) Public Buildings Service is proud to announce an online Rent Billing Webinar.

When: Tuesday, August 3, 2004
11:30am EST - 12:30pm EST

Where: This will be an on-line training session which you can access from your office

Presenters: Calvin Dawes, GSA Budget Analyst Supervisor, Billings Resource Branch (NCR, PBS)

What we will Cover: Rent Basis
Billing System
Agency Bill Calculation
Frequently Asked Questions
Additional Resources
Q&A

Have a question about Rent Billing?

Questions can be submitted prior to the Webinar, by sending an email to NCR.PBS.Marketing@gsa.gov. Webinar participants will also have an opportunity to speak with the presenter live, during the session.

How to Register:

The number of phone lines is limited; please register by no later than July 27, 2004 by sending an email to the following email address: NCR.PBS.Marketing@gsa.gov. Please include your name, title, agency/bureau, address, phone & fax numbers. You will receive a confirmation email with more details shortly afterwards.

If this e-mail has reached you in error, please notify us at the above mentioned e-mail address. Also, if you think another individual may be interested in this topic, please feel free to forward this email to them.

Questions/Concerns:

If you have any questions, please contact Davena Proctor or Greg Noll at (202) 708-5101, NCR Public Buildings Service.