**SWEET BRIAR COLLEGE**

**Office of the Dean**

**Summer Address Form**

Each year the Dean’s Office is asked to locate members of the faculty to forward information during the summer months. Some of the calls have been of an emergency nature. If you wish to have messages forwarded to you, please fill out this form and return it to the Office of the Dean before you leave campus.

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| --- | --- |
| **Name:** |  |
| **Address:** |  |
| **Telephone:** |  |
| **Date:** |  |

**Return this form to the Office of the Dean**