



15 November 2017

**MEMORANDUM CIRCULAR NO. 83**  
Series of 2017

**T O: VSU Faculty Members and Staff**

**R E: 2017 Christmas Figures Lighting Ceremony**

As we welcome the holiday season in the VSU community, we will once again signal it by Christmas figures lighting, fireworks display and band performance in the mall entrance on **December 1, 2017 (Friday), 5PM**. Everybody is invited to attend the said event.

In the spirit of love and thanksgiving, we will share snacks to the spectators, especially the VSU students. Hence, your generosity is solicited by either giving snack items or cash contribution as suggested:

**Regular Faculty Members:**

Instructors	-	P100.00
Assistant Professors	-	150.00
Associate Professors	-	200.00
Professors	-	300.00

**Regular Administrative Staff:**

Salary Grade 12-14	-	100.00
Salary Grade 15-18	-	150.00
Salary Grade 19-23	-	200.00
Salary Grade 24 and up	-	300.00

Contributions from other VSU personnel not categorized above will be appreciated. Likewise, I would like to appeal to all key officials with RATA to contribute P1,000.00 or more. Please remit your cash contribution by department/office/unit to the Office of the President on or before November 24, 2017 (5:00pm) while snack items can be turned over on December 1, 2017.

Your usual cooperation and generosity is highly appreciated. May the spirit of Christmas fill our hearts with inspiration and love!

  
**EDGARDO E. TULIN**

*for* President