

## Notice

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Date: April 13, 2009

To: The following leaders in the United States and  
Canada: Stake, Mission, and District Presidents;  
Bishops and Branch Presidents

From: Office of the Presiding Bishopric  
(Materials Management—Copier Administration)

Subject: Meetinghouse Local Unit Copier Program

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THE CHURCH OF  
**JESUS CHRIST**  
OF LATTER-DAY SAINTS

Members and priesthood leaders with responsibility for the operation and maintenance of local unit copiers may now call a new toll-free copier and printer help line for assistance: 1-800-537-7192.

The help line's automated menu tree provides options to connect callers with Church-contracted vendors for copier service or consumable supplies. Service calls may be placed as often as needed to ensure appropriate machine operation and copy quality. Local units are financially responsible for the purchase of paper and other consumables, such as toner.

Questions regarding the purchase of new or replacement equipment or other unit copier program issues should be referred to your local facilities management group.

For further information on the local unit copier program, go to <http://tech.lds.org/copier>

This notice is being distributed in English only in the United States and Canada. If leaders need it in other languages, they may contact the member of the Presidency of the Seventy who supervises the area. Area leaders can forward requests to the Publications and Media Project Office at Church headquarters (1-801-240-2933).

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