



COMMONWEALTH PORTS AUTHORITY

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March 31, 1995

Mr. Joaquin I. Pangelinan
Special Assistant for Administration
Office of the Governor
Capitol Hill
Saipan, MP 96950

Dear Mr. Pangelinan:

Relative to your March 29, 1995 memorandum regarding assistance for the Third Constitutional Convention, the Commonwealth Ports Authority (CPA) offers the following:

1. The Conference Room at the new Saipan Seaport Office, located on the second floor. The conference room can accommodate 20 - 25 people. The CPA is expecting its furniture to arrive next week. Arrangements can be made through Mr. Antonio I. Castro, Saipan Seaport Manager, by calling telephone numbers 322-9865 or 322-9973. The fax number is 322-4710.
2. Mr. Glenn P. Calvo, Engineering Aide, can assist during the Convention as a staffer. If Mr. Calvo is assigned to the Constitutional Convention, there are times he will not be able to work in that he is attending classes at the Northern Marianas College.

We regret to inform you that we do not have any office equipment that we can spare at the time.

If we can be of further assistance to you, please do not hesitate to contact me.

Sincerely yours,

COMMONWEALTH PORTS AUTHORITY

Carlos A. Shoda
Executive Director

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