

**WASHINGTON HEADQUARTERS SERVICES (WHS)
ACQUISITION AND PROCUREMENT OFFICE (A&PO)
OSD/WHS PURCHASE CARD PROGRAM**

PURCHASE CARD ALERT NUMBER 64

(Issue date: 18 Aug 2009)

THIS ALERT IS APPLICABLE TO:

APPROVING OFFICIALS



CARDHOLDERS



SUBJECT: The Purchase Card Office is Moving!

The purpose of this alert is to notify our customers of our impending move. We are currently located at 3D267, and will be moving to **5B1089**, effective 31 August 2009.

On 1 September 2009, we will be in our new office **5B1089**, ready for business. We apologize in advance for any inconvenience this may cause.

If you have any questions or concerns, feel free to contact us, our telephone numbers will remain the same.

We hope you will continue to tell us when we are doing a good job of satisfying your needs as well as when we need to improve our efforts. You may submit your comments through the ICE Program at [ICE Purchase Card Program](#) or send directly to the Program Manager at Claudia.colvin@whs.mil.