

Bennington College

To Security

Date 5/16/85

From Jeanette Voss

Re: Art Vault Key - Matthew Marks

Matthew Marks will be picking up the VAPA Vault key from this office this afternoon to enable him to finishing wrapping his artwork for transporting. When he finishes this he will return the key to the security booth where it will be kept until Matthew picks it up again Friday (5/17) morning at 8 a.m. When Matthew finishes loading his artwork he will return the key to the President's Office.