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## **UCLA Procedure 340.1: Establishing and Updating Sales and Service Activities and Service Enterprises**

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Issuing Officer: Associate Vice Chancellor / Controller

Responsible Dept: Corporate Financial Services

Effective Date: December 1, 2018

Supersedes: UCLA Procedure 340.1, dated 5/28/2013

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This procedure has been rescinded effective as of the date noted above. The subject matter covered in this procedure has been superseded by information contained in [UCLA Policy 340, Sales and Service Activities](#). Additional information can be found at [Corporate Financial Services Website](#).

For more information, contact Sales and Service at [salesandservice@finance.ucla.edu](mailto:salesandservice@finance.ucla.edu)

**Issuing Officer**

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**Allison Baird-James**  
**Associate Vice Chancellor and Controller**