

FLATHEAD COUNTY
DIRECTORY OF SERVICES
2022

Rev. 04/28/22

Adams Building - 1108 South Main Street
 Courthouse - 800 South Main Street
 Courthouse West - 935 1st Avenue West
 Earl Bennett Building - 1035 1st Avenue West
 Justice Center - 920 South Main Street
 North Complex Building - 290 North Main
 South Campus Building - 40 11th Street West

IF YOU NEED INFORMATION ON A BURIAL PLOT, PLEASE CALL THE CEMETERY "CONTACT PERSON" LISTED BELOW

1099 Tax Form Preparation.....	Finance Department.....	2nd floor-Courthouse	758-5704
Accounts Payable			
Records.....	Finance Department.....	2nd floor-Courthouse	758-5704
Reports.....	Finance Department.....	2nd floor-Courthouse	758-5704
Warrants.....	Finance Department.....	2nd floor-Courthouse	758-5704
Accounting/Financial Statements.....	Finance Department.....	2nd floor-Courthouse	758-5538
Adoptions (Cases/District Court).....	Clerk of District Court.....	3rd floor-Justice Center	758-5870
Advances/County Employee Travel.....	Finance Department.....	2nd floor-Courthouse	758-5704
Aging Services.....	Agency on Aging (AOA).....	1st floor-S. Campus Bldg.. ...	758-5730
Agricultural Covenants.....	Planning & Zoning Office.....	2nd floor-S. Campus Bldg.	751-8200
AIDS Testing.....	Health Department.....	Earl Bennett Bldg.	751-8150
Air Quality:			
Recording (Open Burn, Forecast, Pollution).....	751-8144
Complaints.....	Health Department.....	Earl Bennett Bldg... ..	751-8130
Animal Control.....	225 Cemetery Road	752-1310
Annual Financial Report/County.....	Finance Department.....	2nd floor-Courthouse	758-5538
Appraisal.....	Montana Department of Revenue.....	100 Financial Dr.	758-5706
Area 9 Agency on Aging.....	1st floor-S. Campus Bldg.	758-5730
Area 9 Agency on Aging Dining Room.....	1st floor-S. Campus Bldg.	758-5711
Assessor.....	Montana Department of Revenue.....	100 Financial Dr.	758-5700
ATV License.....	Motor Vehicle.....	290 North Main	758-5690
Auditor's Office.....	Clerk & Recorder's Office.....	1st floor-Courthouse	758-5526
Automobile License.....	Motor Vehicle.....	290 North Main	758-5690

Avalanche Reports.....		800-526-5329
Ballots/Absentee.....	Election Department.....	2nd floor-S. Campus Bldg. 758-5535
Benefits.....	Human Resource Office.....	2nd floor-Courthouse758-5523
Bethany Lutheran Cemetery.....	contact Bill Lester.....	837-6161
Bethel Cemetery (Somers Cemetery).....	contact Bill Lester.....	837-6161
Bigfork Community Cemetery.....	contact Cheri Hanson.....	837-5531
Birth Certificates.....	Clerk & Recorder's Office.....	1st floor-Courthouse758-5526
Board Appointments.....	Commissioners Office.....	3rd floor-Courthouse758-5501
Boat License.....	Motor Vehicle.....	290 North Main758-5690
Bookkeeping.....	Finance Department.....	2nd floor-Courthouse758-5538
Bridge Department.....	Road Department.....	1249 Willow Glen Drive758-5790
Budgets.....	Finance Department.....	2nd floor-Courthouse758-5538
Building Guidelines.....	Planning & Zoning Office.....	2nd floor-S. Campus Bldg.751-8200
Building Maintenance.....		1108 South Main St758-5834
Building Permits for County.....	NONE	
Burial/Indigent.....	Commissioners Office.....	3rd floor-Courthouse758-5503
Burial/On own property.....	No permit; must have death certificate; <u>cannot</u> be by a groundwater source	
Business Licenses- TEMPORARY	Treasurer's Office.....	290 North Main758-5688
Business Licenses- PERMANENT	Montana Secretary of State.....	Helena, MT444-3665
Business Name Registration.....	Montana Secretary of State.....	Helena, MT444-3665
C. E. Conrad Cemetery.....	contact Jim Korn.....	257-5303
Certificate of Survey.....	Plat Room/Surveyor.....	1st floor-Courthouse758-5510
Child Custody/Investigate & mediate.....	Family Court Services.....	290 North Main758-5724
Child Support:		
Receive Payments.....	Clerk of District Court.....	3rd floor-Justice Center758-5870
Records.....	Clerk of District Court.....	3rd floor-Justice Center758-5870
Children/Dependent & Neglected.....	Clerk of District Court.....	3rd floor-Justice Center758-5870
(Cases/ District Court)		
Civil Defense.....	Office of Emergency Services.....	625 Timberwolf Parkway758-2194
Civil Litigation (Cases/District Court).....	Clerk of District Court.....	3rd floor-Justice Center758-5870
Civil Rights Compliance.....	Human Resource Office.....	2nd floor-Courthouse758-5523
Claims Processing/Accounting.....	Finance Department.....	2nd floor-Courthouse758-5704
Clerk of District Court.....		3rd floor-Justice Center758-5870
Clerk & Recorder's Office.....		1st floor-Courthouse758-5698
Columbia Falls Cemetery - <u>see Woodlawn Cemetery</u>		
Commissioners Minutes.....	Commissioners' Office.....	3rd floor-Courthouse758-5501
Commissioners Office.....		3rd floor-Courthouse758-5503
Community Health Services.....	Health Department.....	Earl Bennett Bldg.751-8110
Computer Services - see Information Technology		

Congregate Meals.....	Agency on Aging (AOA).....	1st floor-S. Campus Bldg.	758-5710
Conrad Complex.....	Weed & Parks.....	758-5805
County Attorney.....	820 South Main	758-5630
Court Administrator, District Court.....	Devin Kuntz.....	3rd floor-Justice Center	758-5665
Covenants, Conditions & Restrictions			
Recorded Document	Clerk & Recorder's Office.....	1st floor-Courthouse	758-5526
Request for Amendment	Commissioners Office.....	3rd floor-Courthouse	758-5503
Creston Cemetery (Union Cemetery)	contact Fern Kauffman, Condon, MT...	754-2238
Criminal Proceedings (Case/District Court)	Clerk of District Court.....	3rd floor-Justice Center	758-5870
Day Care Facilities/Inspection of.....	Health Department.....	Earl Bennett Bldg.	758-8110
Death Certificates.....	Clerk & Recorder's Office.....	1st floor-Courthouse	758-5527
Decay Ordinance.....	Planning & Zoning Office.....	2nd floor-S. Campus Bldg.	751-8200
Demersville Cemetery.....	Clerk & Recorder's Office.....	1st floor-Courthouse	758-5526
Dept. of Motor Vehicles.....	Courthouse West.....	2nd floor-Courthouse West	758-5690
Dependent/Neglected Children.....	Clerk of District Court.....	3rd floor-Justice Center	758-5870
(Case/District Court)			
Disease Services, Chronic/Communicable.....	Health Department.....	Earl Bennett Bldg... ..	751-8110
District Court-Judge Allison.....	3rd floor-Justice Center	758-5906
District Court-Judge Eddy.....	3rd floor-Justice Center	758-5906
District Court-Judge Ulbricht.....	3rd floor-Justice Center	758-5906
District Court-Judge Wilson.....	3rd floor-Justice Center	758-5906
Domestic Relation Actions	Clerk of District Court.....	3rd floor-Justice Center	758-5870
(Cases/District Court)			
Drivers License/Montana.....	Drivers Service (State office).....	1325 Hwy 2 West	257-2127
EEO/Handicap Access.....	Human Resource Office.....	2nd floor-Courthouse	758-5523
Mountain Climber Transit.....	1333 Willow Glen Drive	758-5728
Election Department.....	2nd floor-S. Campus Bldg.	758-5535
Elections/Information.....	Election Department.....	2nd floor-S. Campus Bldg.	758-5535
Emergency Medical Services (EMS)	625 Timberwolf Parkway	758-5558
Employee Forms.....	Human Resource Office.....	2nd floor-Courthouse	758-5523
Employment.....	Human Resource Office.....	2nd floor-Courthouse	758-5523
Employment Records.....	Human Resource Office.....	2nd floor-Courthouse	758-5523
Environmental Health Services.....	Earl Bennett Bldg.	751-8130
Expense & Revenue Reports.....	Finance Department.....	2nd floor-Courthouse	758-5524
Extension.....	Extension Agriculture & 4-H.....	upper level-Adams Bldg..	758-5553
Fairgrounds.....	Corner of Meridian & Idaho	
Office.....	758-5810
Shop.....	758-5811
Fairview Cemetery.....	contact Carey Dill.....	257-1077
Family Court Services.....	290 North Main	758-5724

Family Planning.....	Health Department.....	Earl Bennett Bldg.	751-8150
Finance Department.....	Finance Department.....	2nd floor-Courthouse	755-5538
Fire Service Area.....	625 Timberwolf Parkway	758-5563
Firework Show Permits.....	State Fire Marshall (Dawn Drollinger)	257-2584
Firework Stand Permits.....	Treasurer/Business Licenses.....	290 North Main	758-5688
Floodplain.....	Planning & Zoning Office.....	2nd floor-S. Campus Bldg.	751-8200
Food Service Inspections.....	Health Department.....	Earl Bennett Bldg.	751-8130
General Ledger System/Maintain.....	Finance Department.....	2nd floor-Courthouse	758-5524
Geographic Information System (GIS).....	GIS Office.....	2nd floor-Courthouse	758-5540
Grants, State/Federal-Distribution of.....	Treasurer's Office.....	290 North Main	758-5688
Green Box Sites.....	Solid Waste District.....	4098 Highway 93 North	758-5910
Grocery Stores/Inspections of.....	Health Department.....	Earl Bennett Bldg..	751-8130
Group Insurance/County Employees.....	Human Resource Office.....	2nd floor-Courthouse	758-5523
Handicapped Transportation.....	Mountain Climber Transit.....	1333 Willow Glen Drive 3	758-5728
Hazardous Materials:			
Complaints.....	Health Department.....	Earl Bennett Bldg.	751-8100
Emergencies.....	OES.....	625 Timberwolf Parkway	758-2194
Questions	Solid Waste District.....	4098 Highway 93 North	758-5910
Health Department.....	Earl Bennett Bldg.	751-8100
Health Services			
Community.....	Health Department.....	Earl Bennett Bldg.	751-8110
Education.....	Health Department.....	Earl Bennett Bldg.	751-8101
Environmental.....	Health Department.....	Earl Bennett Bldg.	751-8130
Schools.....	Health Department.....	Earl Bennett Bldg.	751-8110
Home Delivered Meals.....	Agency on Aging.....	1st floor-S. Campus Bldg.	758-5710
Home Health.....	Home Health.....	736 South Main	751-6800
Homestead.....	Clerk & Records Office.....	1st floor-Courthouse	758-5534
Houses: Year built.....	Dept. of Revenue Appraisal Office... ..	100 Financial Dr.	758-5706
Hotels/Inspections of.....	Health Department.....	Earl Bennett Bldg..	751-8130
Human Resources.....	2nd floor-Courthouse.....	758-5523
Benefits.....	Human Resources.....	2nd floor-Courthouse.....	758-5523
Employment.....	Human Resources.....	2nd floor-Courthouse.....	758-5523
Employment Records.....	Human Resources.....	2nd floor-Courthouse.....	758-5523
Insurance Forms.....	Human Resources.....	2nd floor-Courthouse.....	758-5523
Risk Management.....	Human Resources.....	2nd floor-Courthouse.....	758-5523
Workers' Compensation.....	Human Resources.....	2nd floor-Courthouse.....	758-5523
Immunizations.....	Health Department.....	Earl Bennett Bldg.	751-8110
Information Technology.....	Basement-Justice Center	758-5571
Information Technology/User Authority.....	Information Technology.....	Basement-Justice Center	758-5571
Insurance/Employee Health.....	Human Resource Office.....	2nd floor-Courthouse	758-5523

Insurance Forms.....	Human Resource Office.....	2nd floor-Courthouse	758-5523
Internal Financial Reviews.....	Auditor.....	2nd floor-Courthouse	758-5530
Journal Entries.....	Finance Department.....	2nd floor-Courthouse	758-5539
Junk Vehicles.....	Solid Waste District.....	4098 Highway 93 North	758-5910
Justice Court.....	2nd floor-Justice Center	758-5643
Justice Court Civil Department.....	2nd floor-Justice Center.....	758-5643
Justice Court Criminal Department.....	2nd floor-Justice Center.....	758-5643
Justice of the Peace: Eric Hummel.....	Justice Court.....	2nd floor-Justice Center	758-5643
Paul Sullivan.....	Justice Court.....	2nd floor-Justice Center	758-5643
Juvenile:			
Crime/Justice Agency for.....	Youth Court Services.....	830 S. Main Street	758-5541
Proceedings (Cases/District Court)	Clerk of District Court.....	3rd Floor-Justice Center	758-5870
Public Work Hours.....	Youth Court Services.....	830 S. Main Street	758-5541
Kalispell Senior Center OFFICE	lower level-Adam's Building ..	257-1598
Lakeshore.....	Planning & Zoning Office.....	2nd floor-S. Campus Bldg.	751-8200
Landfill (Solid Waste District)	4098 Highway 93 North	758-5910
Land Ownership.....	Plat Room/Surveyor.....	1st floor-Courthouse	758-5510
Land Use.....	Planning & Zoning Office.....	2nd floor-S. Campus Bldg.	751-8200
Library.....	247 1st Avenue East	758-5819
Licenses:			
All Terrain Vehicles (ATV).....	Motor Vehicle.....	290 North Main	758-5690
Automobiles/Trucks.....	Motor Vehicle.....	290 North Main	758-5690
Boats.....	Motor Vehicle.....	290 North Main	758-5690
Fees: Cigarette/Beer/Liquor.....	Treasurer's Office.....	290 North Main	758-5688
Marriage.....	Clerk of District Court.....	3rd floor-Justice Center	758-5870
Motorcycle.....	Motor Vehicle.....	290 North Main	758-5690
Snowmobile.....	Motor Vehicle.....	290 North Main	758-5690
Trailer (Automobile & Mobile Home).....	Motor Vehicle.....	290 North Main	758-5690
Lodging Facility Program (License/Permit)	Health Department.....	Earl Bennett Bldg.	751-8130
Loss Control/Workplace.....	Human Resource Office.....	2nd floor-Courthouse	758-5523
Maintenance of Parks.....	Weed & Parks Department.....	309 FFA Drive	758-5800
Marriage Licenses.....	Clerk of District Court.....	3rd floor-Justice Center	758-5870
Maternal & Child Health.....	Health Department.....	Earl Bennett Bldg.	751-8110
Meals:			
Congregate.....	Agency on Aging (AOA).....	1st floor-S. Campus Bldg.	758-5710
Home Delivered.....	Agency on Aging (AOA).....	1st floor-S. Campus Bldg.	758-5710
Medical, Preventive Care.....	Health Department.....	Earl Bennett Bldg.	751-8110
Mobile Homes:			
Location of.....	Planning & Zoning Office.....	2nd floor-S. Campus Bldg.	751-8200
Septic Systems/Health Services.....	Health Department.....	Earl Bennett Bldg.	751-8130

Montana Veterans Home Cemetery.....	contact MT Veterans Home.....	892-3256
Motorcycle License.....	Motor Vehicle.....	290 North Main758-5690
Motor Vehicle Department.....	North Complex.....	290 North Main758-5690
Naturalization Records.....	Clerk of District Court.....	3rd floor-Justice Center758-5870
Neglected & Dependent Children (Cases/District Ct)	Clerk of District Court.....	3rd floor-Justice Center758-5870
Northwest Montana Fair.....	Fair Commission.....758-5810
Nutrition Services/Public Health.....	Health Department.....	Earl Bennett Bldg.751-8170
Oath of Office-FILED.....	Clerk & Recorder's Office.....	1st floor-Courthouse758-5698
Office of Emergency Services.....	625 Timberwolf Parkway758-5560
Open Cut Mining Permits.....	Planning & Zoning Office.....	2nd floor-S. Campus Bldg. ...751-8200
Passports/Issued.....	Clerk of District Court.....	3rd floor-Justice Center758-5870
Parks/County.....	Weed & Parks Department.....	309 FFA Drive758-5800
Payroll:		
Payroll.....	Finance Department.....	2nd floor-Courthouse.....758-2424
Employment Records.....	Human Resource Office.....	2nd floor-Courthouse758-5523
Reports/Bi-Weekly.....	Finance Department.....	2nd floor-Courthouse758-2424
Timesheets.....	Finance Department.....	2nd floor Courthouse758-2424
Warrants/Issue.....	Finance Department.....	2nd floor-Courthouse758-2424
Permits/Septic System.....	Health Department.....	Earl Bennett Bldg.751-8130
PERS Forms.....	Human Resource Office.....	2nd floor-Courthouse758-5523
Planning, Land Use.....	Planning & Zoning Office.....	2nd floor-S. Campus Bldg.751-8200
Planning & Zoning Office.....	2nd floor-S. Campus Bldg... ..751-8200
Plat Room/Surveyor.....	1st floor-Courthouse758-5510
Pools & Spas/Inspections of.....	Health Department.....	Earl Bennett Bldg.751-8130
Pregnancy Testing.....	Health Department.....	Earl Bennett Bldg.751-8150
Probates (Cases/District Court).....	Clerk of District Court.....	3rd floor-Justice Center758-5870
Probation/Youth.....	Youth Court Services.....	830 South Main Street758-5541
Property:		
Addresses-Mailing Address Change.....	Plat Room/Surveyor.....	1st floor-Courthouse758-5510
Addresses-Property Address Assigned.....	Geographic Information System.....	2nd floor-Courthouse7585540
Appraisal, Real.....	Dept. of Revenue Appraisal Office...100	Financial Dr.758-5700
Classification for Tax.....	Dept. of Revenue Appraisal Office...100	Financial Dr.758-5700
Tax Appeal Board.....	Tax Appeal Office.....	1st floor-Courthouse758-5532
Tax Exemptions, Real.....	Dept. of Revenue Appraisal Office...100	Financial Dr.758-5700
Public Administrator.....	Adele Krantz, Treasurer.....	290 North Main758-5680
Public Health Nurse.....	Health Department.....	Earl Bennett Bldg.751-8110
Public Transportation.....	Mountain Climber Transit.....	1333 Willow Glen Drive 4758-5728
Publication of Legal Notices.....	Clerk of Board/Commissioner's.....	3rd floor-Courthouse758-5537
RSID (Rural Special Improvement District).....	Pete Melnick, County Administrator..	3rd floor-Courthouse758-5501
Records:		

Accounts Payable.....	Finance Department.....	2nd floor-Courthouse	758-5704
Birth Certificates.....	Clerk & Recorder's Office.....	1st floor-Courthouse	758-5527
Child Support.....	Clerk of District Court.....	3rd floor-Justice Center	758-5870
Death Certificates.....	Clerk & Recorder's Office.....	1st floor-Courthouse	758-5527
Deeds.....	Clerk & Recorder's Office.....	1st floor-Courthouse	758-5534
Land Ownership.....	Plat Room/Surveyor.....	1st floor-Courthouse	758-5510
Naturalization.....	Clerks of District Court.....	3rd floor-Justice Center	758-5870
Employment.....	Human Resource Office.....	2nd floor-Courthouse	758-5523
Payroll.....	Finance Department.....	2nd floor-Courthouse	758-2424
Property Address.....	Geographic Information System (GIS).....	2nd floor-Courthouse	758-5540
Retention of Records.....	Records Preservation Bldg.....	FFA Drive	758-2485
Red Cross.....	Non-county office.....	126 North Meridian Road	756-8441
Refuse Disposal.....	Solid Waste District.....	4098 Highway 93 North	758-5910
Registration/Voter.....	Election Dept.....	2nd floor-S. Campus Bldg.	758-5535
Reports			
Avalanche.....	800-526-5329
Monthly Expense & Revenue.....	Finance Department.....	2nd floor-Courthouse	758-5524
Risk Management.....	Human Resource Office.....	2nd floor-Courthouse.....	758-5523
Road Abandonment.....	Clerk of Board/Commissioners.....	3rd floor-Courthouse	758-5537
Road Department.....	1249 Willow Glen Drive	758-5790
Rural Special Improvement District (RSID).....	Pete Melnick, County Administrator..	3rd floor-Courthouse	758-5503
Safety Office/County.....	Human Resource Office.....	2nd floor-Courthouse	758-5523
Saint Richard's Catholic Cemetery.....	contact St. Richard's Catholic Church.....	892-5142
Sanitary Engineering Services.....	Health Department.....	Earl Bennett Bldg.	751-8130
(Disposal, Sewage, Subdivisions, Treatment, Water Supplies)			
Schools:			
Health.....	Health Department.....	Earl Bennett Bldg.	751-8110
Inspections of.....	Health Department.....	Earl Bennett Bldg.	751-8130
Sanitation.....	Health Department.....	Earl Bennett Bldg.	751-8130
Search & Rescue.....	Fairgrounds.....	Corner of Meridian & Idaho ...	758-5839
Senior Citizen:			
Information.....	Agency on Aging (AOA).....	1st floor-S. Campus Bldg.	759-5730
Septic Systems.....	Health Department.....	Earl Bennett Bldg.	751-8130
Sheriff:			
Business Office.....	1st floor-Justice Center	758-5585
Civil Department.....	758-5590
Detectives.....	758-5600
Dispatch.....	758-5610
Jail.....	758-5617

Jail Kitchen.....			758-5831
Signs.....	Planning & Zoning Office.....	2nd floor-S. Campus Bldg.	751-8200
Small Claims Court.....	Justice Court.....	2nd floor-Justice Center	758-5643
Snowmobile License.....	Motor Vehicle.....	290 North Main	758-5690
Solid Waste District Office.....		4098 Highway 93 North	758-5910
Speed Limit Change Request.....	Commissioners Office.....	3rd floor-Courthouse	758-5503
Spring Creek Cemetery.....	contact Jeanine Buettner.....		755-4733
Subdivisions.....	Planning & Zoning Office.....	2nd floor-S. Campus Bldg... ..	751-8200
Superintendent of Schools.....		290 North Main	758-5720
Taxes.....	Treasurer's Office.....	290 North Main	758-5680
Tax Collection:			
Cigarette, Beer & Liquor.....	Treasurer's Accounting Department... ..	290 North Main	758-5688
Corporate License.....	Treasurer's Accounting Department... ..	290 North Main	758-5688
Inheritance.....	Treasurer's Accounting Department... ..	290 North Main	758-5688
Gambling License Fee.....	Treasurer's Accounting Department... ..	290 North Main	758-5688
Personal Property.....	Treasurer's Tax Department.....	290 North Main	758-5680
Real Estate.....	Treasurer's Tax Department.....	290 North Main	758-5680
Tax Deeds:			
Land.....	Plat Room/Surveyor.....	1st floor-Courthouse	758-5510
Notices/Info.....	Treasurer/Surveyor.....	290 North Main	758-5510
Sales.....	Plat Room/Surveyor.....	1st floor-Courthouse	758-5510
Tax Monies Distributed to:			
Districts, Cities, Schools.....	Treasurer's Office.....	290 North Main	758-5688
Telephone PIN/Employees.....	Human Resource Office.....	2nd floor-Courthouse	758-5523
Trailer Courts/Inspections of.....	Health Department.....	Earl Bennett Bldg.	751-8130
Trailer License (Auto & Mobile Home).....	Motor Vehicle.....	290 North Main	758-5690
Transportation.....	Mountain Climber Transit.....	160 Kelly Road	758-5728
(Handicapped, Senior Citizen, Public)			
Trinity Lutheran Cemetery.....	contact Trinity Lutheran Church.....		257-5683
Veterans' Burial Benefit.....	Clerk & Recorder's Office.....	1st floor-Courthouse	758-5526
Voter Registration.....	Election Department.....	2nd floor-S. Campus Bldg... ..	758-5535
W-2's, Preparation of.....	Finance Department.....	2nd floor-Courthouse	758-2424
Water Rights.....	Natural Resources & Conservation... ..	655 Timberwolf Parkway	752-2288
WIC.....	Health Department.....	Earl Bennett Bldg.	751-8170
Weed Control.....	Weed & Parks.....	309 FFA Drive	758-5798
Whitefish Cemetery.....	contact City of Whitefish Clerk.....		863-2402
Woodlawn Cemetery.....	contact Jack VanLindem.....		892-5751
Workers' Compensation.....	Human Resources Office.....	2nd floor-Courthouse	758-5523
Wrecking Yards, Licensing (review for State).....	Solid Waste District.....	4098 Highway 93 North	758-5910

Wrecking Yards, Licensing (zoning compliance) Planning & Zoning Office 2nd floor-S. Campus Bldg.751-8200
Zoning, Administration of Land Use Planning & Zoning Office 2nd floor-S. Campus Bldg.751-8200