

**Event Planning
Contact List**

Below is a current listing of departments and contact information to help aide you in the planning process. Please feel free to contact the individuals for more information.

Department/Service	Contact Information
Avstar – Promotional Marketing Items	Bob Ziegler 800-844-8250 avstarpromotions@gmail.com
Communications – Brochures/Pamphlets/Posters	Anne Hogenson X2333 annehogenson@ferris.edu
Copy Center – Invitations and copies	X5914 print@ferris.edu
FLITE – Facility Rental (Seminar Rooms)	Josie VanAvery X3728 josievanavery@ferris.edu
FSU Catering Services	X3685 cateringorders@ferris.edu
G.Mennen Williams Auditorium – Facility Rental	Bob Cardana X5863 bobcardana@ferris.edu
Granger Center – Facility Rental	Shari Wessels X3773 wesselss@ferris.edu
Graphic Design/Standards/Guidelines	Anne Hogenson X2333 annehogenson@ferris.edu
Holiday Inn Conference Center – Facility Rental	231-796-4400
Human Resources – Staff Listing	X2150
Katke Golf Course – Facility Rental	X3765
Mail Center – Postage/Shipping	X2161 mailctr@ferris.edu
Media Production – Print Materials/Displays/Graphic Design/Lamination/Vinyl Signage	Copy Center X5914 print@ferris.edu
Media Production – Video Media/Audio and Video Recording/Media Editing	Jeff Gabalis X2743 jeffgabalis@ferris.edu
Office of the President	Terri Cook X2500 terricook@ferris.edu

Photo Services	Not available at this time annehogenson@ferris.edu
Physical Plant – Work Orders/Moving Crew/Motor Pool	X2920 Create a work order: MyFSU>Employee>My Workplace>AIM
Public Safety	X5000
Rankin Art Gallery – Facility Rental	Carrie Weis Stermer X2536 carrieweis@ferris.edu
University Center – Facility Rental	Shana Beisiegel shanabeisiegel@ferris.edu
Risk Management & Insurance	Mike McKay X2147 mckaym@ferris.edu
University and Marketing – Alumni and Donor Lists	Pam Harvey X3819 harveyp@ferris.edu
University Printing	X2850 or X2849
University Recreation – Facility Rental	Val Wells X2677 valwells@ferris.edu
West Campus Community Center – Facility Rental	X3781
Wink Ice Arena – Facility Rental	Tim Blashill X2889 blashilt@ferris.edu