



Republic of the Philippines  
OFFICE OF THE PRESIDENT  
COMMISSION ON HIGHER EDUCATION  
Regional Office III



**NOTICE TO PROCEED**

January 13, 2025

**Ms. Maria Delia Arellano**

Events Manager

**Park Inn by Radisson Clark**

M.A. Ramos Highway, Brgy., Dau, Mabalacat City, Pampanga

**Dear Ms. Arellano:**

Notice is hereby given to **Park Inn by Radisson Clark** for the procurement of Venue, Meals, and Accommodation for the conduct of the "National Convention of Legal Education Institutions on January 19-22, 2025", effective from receipt of this Notice.

From the receipt of this notice, you are fully responsible to perform the services under the terms and conditions specified in the Purchase Order and in accordance with the implementing schedule mutually agreed upon thereof.

Please acknowledge receipt and acceptance of this notice by signing the space provided below.

Very truly yours,

**DR. LORA LANDAYAN YUSI**

Director IV

CONFORME:

Maria Delia S. Arellano / Events Manager

PRINTED NAME/POSITION

  
SIGNATURE

January 13, 2025

DATE