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**DEPARTMENT OF CENTRAL SERVICES**

**FOR IMMEDIATE RELEASE**

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**State Capitol Reservation Calendar Assists Citizens with Event Schedules**

**OKLAHOMA CITY** – The State Capitol is a very busy place, especially during the Legislative Session. It is routine to have a variety of events being conducted simultaneously on each floor of the Building and outside on the Plazas. The Department of Central Services is responsible for scheduling reservations for use of the public areas of the State Capitol. Until just recently, approved reservations were coordinated and maintained in an in-house spreadsheet. Citizens called the Department to verify available dates and locations for events they wanted to bring to the seat of state government.

"We are pleased to announce the publication of a new State Capitol Reservation Calendar on the agency's website," said John Richard, Director of the Department of Central Services. "The online calendar, developed with the assistance of OK.gov, not only assists organizations with reservation scheduling but also provides citizens with key information about events being held."

The new State Capitol Reservation Calendar can be found at [www.dcs.ok.gov](http://www.dcs.ok.gov). Citizens can search a variety of ways to determine available dates and locations, including date and specific location in the State Capitol. Key information about scheduled public activities is also available, which includes the name of the host organization and contact information. In addition to the calendar, a webpage has been developed to provide organizations with the reservation form, rules governing use of the State Capitol and security measures required of visitors.

Richard said, "The reservation calendar saves time and provides current information about activities scheduled in the State Capitol. Our strategic direction is to provide the best available solutions to the citizens and state government we support through cost effective services."

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