

March X, 2019

To our valued customers,

As you know, the Pierce County E&T will be re-opening at its new location in Milton, WA, on March 28th. We want to thank you once again for your partnership, vision, and enthusiasm during this process. We hope you share our excitement as we draw closer to our opening date.

We also wanted to make you aware of several things related to the opening of the program.

* The Open House event will be held on March 28th. There will be two components to the day. First, we will be offering guided tours by appointment to local Chamber of Commerce members from noon to 3 pm. Then, we will have an Open House event from 5:30 to 7:30 pm, open to the community, to celebrate this milestone. The mayor of Milton, Shanna Styron Sherrel, will be speaking at the event. There will also be a ribbon-cutting ceremony following the speakers. We invite you to attend, and to share this invitation as you wish.
* We are also planning to reach out to the local media, to invite them to the event and to make them aware of this positive, community-enhancing service. We will be crafting a press release including the open house information, as well as a brief overview of the project, including the T-CAT services, which helped to fill the gap. We invite you to participate in this media outreach if you wish, through a press release, any comments you may wish to contribute, or through any other means.

Again, we wish to thank you for your partnership as we open the new location of the Pierce County E&T. If we may be of any service regarding the open house or the media outreach, please don’t hesitate to let us know.

Sincerely,

Linda Reese, Vice President, Operations

James Presson, Administrator, Pierce Co. E&T