November 3, 2017

Thank you for choosing to participate in the 2017 Combined Federal Campaign, “Show Some Love.”  Penngood is the Outreach Coordinator for this year’s CFC; I am Sranda Watkins, Charity Outreach Coordinator with Penngood.  During this campaign year, your organization will have the opportunity to meet with federal employees throughout ***Zone 23, Peachbelt area***.  Listed below is the date and location of a charity fair that is scheduled to take place in your area.

**When:** November 14th

**Time:**  10-11:00 AM (Session #1)

2-3:00 PM (Session #2)

**Where**: US Census Bureau

                 101 Marietta Street

Suite 3200

                Atlanta, Ga 30303

As noted there will be two sessions and space is limited—select only one session. If you are interested in participating in during one of the sessions, please email me your choice, contact information below, and the signed the Outreach Program Agreement form attached. All information must be received by email no later than Wednesday, November 8th.

**Name of Charity:**

**CFC Number:**

**Address:**

**CityStateZip:**

**POC Name:**

**POC Email:**

**POC Phone:**

**Alternate POC Name:**

**Alternate POC Email:**

**Alternate POC Phone:**

***Event Time:***

I look forward to hearing from you soon.

Best,

Sranda Watkins

Charity Outreach Coordinator

(240) 838-4771