November 10, 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 ***Indiana, Kentucky and SW Ohio, Zone 27area***. Listed below is the date and location of a charity fair that is scheduled to take place in your area.

**When**: November 29, 2017

**Time:** 11:00 AM – 1:00 PM

**Where:** DFAS – GSA Facility South Lobby

8899 E 56th Street

Indianapolis, IN 46249

If you are interested in participating in attending the event please complete the contact information below and return by email to Sranda Watkins, Charity Outreach Coordinator at [swatkins@penngood.com](mailto:swatkins@penngood.com), along with the signed CFC Outreach Program Guidelines and Agreement, which is attached.

Name of Charity:

CFC Number:

Address:

CityStateZip:

Charity Representative Name:

Charity Representative Email:

Charity Representative Phone:

If you have any questions, feel free to contact me by email or phone (240) 838-4771. I look forward to hearing from you soon.

Best,

Sranda Watkins

Charity Outreach Coordinator