

Dear

Your parent packets are scheduled to be sent home soon. Do you have your **Dear Family** letter? It must be copied and included in your artwork packets **before** they are sent home.

The Dear Family Letter is the customized letter that we provide for you. It includes important information for the families including:

• Pricing of the products

• Who the check is to be made payable to

• The order deadline

• Your contact information should a parent have any questions

Please note the **Dear Family** letter was previously emailed to you from our Sales Support Team, either Kim Travis or Joan Toyama.

If you are have trouble locating your letter, please feel free to contact our customer service team. We will be happy to resend this letter to you.

Thank you again for choosing Original Works.