

My Family Tree

Michelle

Gary

Sandra

Lester

Verdene

Sidney

Effie

Ralph

Emma

George

Mary

Miles

Minnie

Jasper

Lou

Computer Training Association, Inc.

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For more information contact:

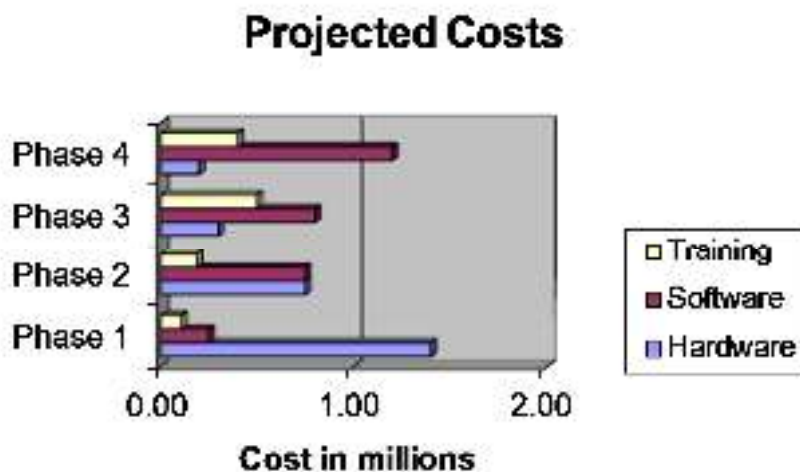
Heather Mix
Personnel Manager
603-555-6262 ext. 111

New Technology Arriving Soon

The Management at Computer Training Association, Inc. is pleased to announce the implementation of new software applications in the marketing department. The new applications will help make the marketing department's work easier, more efficient, and more effective. The updates are necessary to improve the Computer Training Association marketing department's ability to remain competitive in the current, highly cut-throat marketplace.

Projected Costs of Implementation

Following is a breakdown of projected costs for each phase of implementation:



BRM Online Gift Sales

Monthly Sales Newsletter

Every month, we have a list of surprise items that are on specials for our customers. This monthly newsletter will highlight two of these special items, and we have also included some interesting tips for hosting an environmentally-friendly party. We hope that you will enjoy reading our monthly newsletter and take advantage of our upcoming surprise sales and events.

WELCOME to our great and loyal customers! Our first surprise item for the month is a gift basket for all occasions.



This first surprise gift basket has items for everyone, ranging from chocolate, cookies, candies, and a special party item. This surprise item is on sale for only \$40, which is 60% off the original price of \$100.

We only have a limited quantity of this surprise item and we do not issue rain check for this item. Order

your purchase NOW!

Lucky draw for an iPad!

Last day for the lucky draw is
12:00 midnight EST, every first
Sunday of the month.



The second surprise item is a \$50 gift basket, but it is 50% off for only \$25. Check our Website for special items in this gift basket.

Did you know??

Every year, a person produces about 4.4 pounds of garbage a day, for a total of 1,600 pounds a year? Find out more ways to recycle at your local recycling centers.

Tips for hosting an environmentally-friendly party:

Parties are fun, but they can result in several bags of trash that are bad for the earth. Below are some ways to host a fun, yet environmentally-friendly party:

- **Invitations** – send e-mail invitations to friends and family members instead of using invitation cards and envelopes.
- **Plates and glasses** – use washable and reusable plates and glasses instead of disposable plates and cups
- **Drinks** – make your own fruit punches, instead of serving can drinks.

If you have more tips on how to host an environmentally-friendly party, please feel free to send us your suggestions and will be add them to our list.

We have more items on sale online. Please visit our Website and feel free to contact us if you have any questions. Send your emails to Susan Smith (Susan@BRMgiftbaskets.com).