

August 18, 1999

«Title» «FirstName» «LastName»
«Address1»
«City», «State» «PostalCode»

Dear «Title» «LastName»:

The Battle Creek Area Chamber of Commerce is offering candidates who have filed for the Battle Creek City Commission and Springfield City Council an opportunity to participate in a *Free* session of our *Public Service Candidate School*.

The session will be held on **Wednesday, August 25 from 6:00 p.m. to 9:00 p.m. at SEMCO Energy Gas Company** located at 55 Hamblin Avenue, downtown Battle Creek.

In June, the Chamber offered a series called the *Public Service Candidate School* which specifically focused on City Commission and Council positions. As a result, we have consolidated the information from that series into a three-hour session for individuals who have made the decision to run for elected office.

This special session of the *Public Service Candidate School* is an informational session only. The session is an opportunity for participants to be introduced and gain a working knowledge of the local political process. This session is not intended to provide an exhaustive education of all relevant issues and campaign methods typically encountered or used in political campaigns. The Chamber does not warrant or guarantee any endorsement or particular result from enrollment in this session.

Congratulations on taking the first step –filing for elected office. We hope you will take advantage of this opportunity and participate in this *free* session. I have included a copy of the program agenda for your review. To make your reservation for the session or if you have any questions, please call me at the Chamber office, 962-4076. The reservation deadline is before 12 Noon on Tuesday, August 24.

Thank you very much.

Sincerely,

Kathy A. Perrett
Vice President of Government Affairs

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