

Memo

To: All Employees
From: Ray Fraser – General Manager
Date: 12/9/16
Re: Merry Christmas and Happy New Year

Another year is ending, the holidays are upon us and it has been a very successful and fun filled year. We have an enormous appreciation for our employees and want to thank each one of you for another record year. Our 2016 Management Staff of James, Cody, Clay, Elizabeth, Stephanie and Josue have worked to provide a smooth, well run business. Each will receive a profit share based on their respective full time or part time status. Payment to be distributed on or before Dec 12th, 2016. Our Management Trainee positions of Closer and Operations Coordinator held by Emerly and Mikah will each receive a \$500 bonus for their dependable support and contribution. All other employees will receive a payment to their accounts of \$10.00 for each month employed during the year. For example, if an employee worked with us all year(12 months) they would receive (12X\$10) a \$120.00 bonus; 6 months worked would be \$60.00. Thanks again for another great year and we look forward to another in 2017. Susan and I would like to wish you and your families a very Merry Christmas and the best of New Years!!!