Dear Fellow Employee,

The successful growth of our company is the direct result of you, our valued employees. Your dedication and commitment serve as a vital link in the chain which drives our operation. In recognition of that commitment, we are pleased to present our [Employee Recognition Program](http://www.terryberry.com/getting-started/employee-recognition.asp).

As you celebrate a significant accomplishment in your career, we invite you to select one of the awards in the following pages with our sincere gratitude for the contribution you have made to our Company’s success.

Sincerely,

Mary Steever  
Human Resources