

Dunder Mifflin Paper Company

MEMORANDUM - September 2nd, 2022

TO: Dunder Mifflin Employees

FROM: Roger Bennett, CEO

SUBJECT: Hungry Hearts Food Drive

Dear Dunder Mifflin Employees,

Dunder Mifflin has partnered with one of our most valued clients. The Hungry Hearts Foundation, in Stillwater OK. Each of Dunder Mifflin's Branches (Norman, Tulsa, Dallas, Stillwater) will be participating in the Hungry Hearts annual Thanksgiving Food Drive. Through this food drive the Hungry Hearts goal is to "ensure that all families have the opportunity to provide a bountiful Thanksgiving dinner for their loved ones.". The Foundation is Providing a 55 Gallon Barrel for food collection and it will be located in the CONFERENCE ROOM.

The food drive will begin on MONDAY, NOVEMBER 7th, 2022 and it will end on FRIDAY, NOVEMBER 17th, 2022. The branch that collects the most qualifying ITEMS will win a work day field trip for a BEACH DAY paid for by the Hungry Hearts Foundation. We are very thankful to the Foundation for their generosity.

For a donated item to qualify for the food drive it must have a valid expiration date printed somewhere on the packaging and must not expire before Thanksgiving of this year 2022.

QUALIFYING EXAMPLE: Canned Green Beans, Box Stuffing, Canned Yams

NON-QUALIFYING EXAMPLES: Fresh Fruit of any kind, Refrigerated Products, Frozen Product

This is the first year that Dunder Mifflin is participating in the Hungry Hearts Food Drive, but all of us here at Dunder Mifflin Corporate hope it becomes a long standing Tradition. If there are any questions please direct them toward Pam Beasley at Front Reception. She can be reached at her desk in between the hours of 12pm-2pm Mon.-Thurs. And 10am-12pm on Friday. Email: pam.beasley@dundermifflin.com Phone: (405) 744-0208

Best regards,

Roger Bennett

CEO, Dunder Mifflin