

## Memorandum

<b>Topic:</b>	Process for Ordering Marriott Rewards Enrollment Materials for ExecuStay
<b>Date &amp; Time:</b>	July 29, 2013
<b>To:</b>	
<b>From:</b>	Marriott Rewards

1. Send email communication to:  
[MRBulkFulfillmentServices@marriott.com](mailto:MRBulkFulfillmentServices@marriott.com)
2. In the email communication, indicate that you are submitting a request for Marriott Rewards Take One brochures
3. Also include the following:
  - Provide official name
  - Street Address, City, State, Zip Code
  - Name of recipient (person receiving the shipment)
  - Phone number of recipient
  - Brochures are available in nine (9) languages, please indicate the required language
    - American English
    - Arabic
    - Chinese
    - French
    - French Canadian
    - German
    - Japanese
    - Queen's English



Questions? Please email [Marriott.Rewards.Enrollments@Marriott.com](mailto:Marriott.Rewards.Enrollments@Marriott.com)