

FIELD TRIP

TO: J. R. Mueller

DATE: 2/28/84

FROM: Mary Anne Kayiatos

Please make the necessary Field Trip arrangements for Ted van de Kamp

Purpose of trip To evaluate Satin's overall performance and results of  
Special Cities.

Division(s) to be contacted Boston

Dates of contact Tuesday 3/13 and Wednesday, 3/14

Method of travel: Air ☒ Auto ☐ Train ☐ Other ☐

Arrival date and time (include airline and flight no.) Monday, 3/12  
Evening Shuttle

Hotel/Motel reservations needed XX

Reservations made at \_\_\_\_\_ Dates \_\_\_\_\_

Sales Personnel to be contacted \_\_\_\_\_

Sales Personnel to be worked with: D.M. \_\_\_\_\_ A.D.M. \_\_\_\_\_ Sales Representative ☒

Return to J. R. Mueller no later than two weeks prior to anticipated trip.

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