| **To: Financial Analyst, Fulfillment Director, Human Resources Specialist, Quality Assurance Tester**  **Customer Service Manager, IT Specialist, Inventory Manager, Training Manager** | |
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| **Subject: Meeting to discuss live chat support option and other takeaways from Plant Pals test run** | |
| **Opening: Dear All,**  **I hope you are doing well and as a Plant Pals project manager I would like to thank you for the latest customer satisfaction results we**  **have received on the test run.** | |
| **Body:**  **I kindly invite you to join me in the CONFERENCE ROOM on July 21st at 10:00 AM where the latest insights from the test run will be**  **shared and a timed discussion will be performed of the opportunity to launch live chat support. I have invited IT Specialist and**  **Financial Analyst to have a better understanding if we can afford to add the live chat support. Meeting agenda is attached to this email**  **for your information.** | |
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| **Closing: I hope that everyone will prepare your opinion and support material to assess the risks of live chat support possibility.**  **Looking forward to the meeting, I hope you can all accept the proposed time otherwise please inform me when you will be available in**  **order for me to reschedule this meeting.** | |
| **Signature:** Yuliia Yurchak, Project Manager    **Attachments:** [**Meeting Agenda**](https://docs.google.com/document/u/0/d/1gnVYJNSX3ZcIll_ROdNAeZeOiqFAyJrYuCvsgxmDAjA/edit?resourcekey=0-_6bZ5ijJ0BWTiMrzZrAL2g) | |