To: All Organization Members

From: Weston Evans, Database Consultant

Date: November 25, 2022

Subject: Website/Database Implementation

I wanted to give an update on the progress of the project and am pleased to inform you of its completion.

I hope that my implementation serves your business-model well and can help maximize the efficiency of the rental process for all of Pathway Biking’s employees and customers alike.

It was a pleasure working with you,

Weston Evans