

memo

Company name

To: Mikaela Lee
From: Rene Skoko
CC: Luca Udinesi, Gael Torres, Viktor Klobucar
Date: 1/9/23
Re: Welcome new team member

Comments: Please welcome our newest team member, Mikaela Lee. Mikaela joins us from Printed Page Publishers. Complimentary snacks and beverages will be provided in the break room.