Quest Special Travel

TO: Marketing Staff

FROM: Gunardi Saputra

DATE: March 13, 2016

RE: Launch of new Borneo trekking tour

The next marketing meeting will be held on the 17th of March at 2 p.m. in the large conference room on the ground floor. Heading the agenda will be the launch of our new Borneo Explorer Trek, a rigorous ten-day tour of the dense jungles, mysterious caves, and sun-kissed beaches of Borneo’s northern coast, scheduled for September 2017.

A preliminary draft of the tour brochure is attached. Bring your creative ideas to depart in launching this exciting new tour to the meeting.