2007 Blank TRP Plan Cover Letter

COMPANY LETTERHEAD

Date

Ms. Rita A. Hildebrand
Travel Reduction Program Manager
Pima Association of Governments
177 N. Church Avenue, #405
Tucson, AZ 85701

Dear Ms. Hildebrand:

In accordance with the **(Jurisdiction**)* Travel Reduction Ordinance, the 2007 Travel Reduction Plan for **(Company Name)** is submitted for approval.

(Company Name's) management has read the plan, verified its accuracy, and agrees to implement the programs.

Cordially,

(Chief Executive Officer)
(Title)

* Insert the name of the Jurisdiction your company is in -- it will be one of the following: City of Tucson; Pima County; City of South Tucson; Town of Oro Valley; Town of Marana; Town of Sahuarita.