

# UNIVERSITY OF MINNESOTA

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*Office for Business & Community  
Economic Development  
Office for Equity & Diversity*

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September 27, 2013

John Townsend, Executive, Sales & Diversity  
Innovative Office Solutions  
151 E. Cliff Road  
Burnsville, MN 55337

RE: University of Minnesota / Awards Incentive & Recognition (AIR) Program Winner

Dear John:

On behalf of the Office for Business & Community Economic Development (BCED) and the University of Minnesota, I would like to congratulate Innovative Office Solutions for being named the recipient of our 2013 Corporate Supplier of the Year Award. This prestigious award will be presented this fall at our 2013 Awards Incentive & Recognition (AIR) Luncheon. Innovative Office Solutions, along with other AIR honorees, will be recognized at that time. This award is designed to acknowledge the exceptional performance and service your organization has provided to the University of Minnesota over the past year. The luncheon also provides us with an opportunity to publicly celebrate your organization as one of the University's critical partners.

You and one guest are invited to join us at the AIR Luncheon, which is being held on Tuesday, October 22, 2013, from 12:00 p.m. until 1:30 p.m., at the University of Minnesota's Mississippi Room in Coffman Memorial Union. Your company will receive formal recognition at this time for its efforts, so please mark your calendar and join us. To RSVP, please contact Jeanine Chambers at (612) 624-1193.

Sincerely,



D. Craig Taylor  
Executive Director  
Office for Business & Community Economic Development

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