123 State Street

Oswennan Pa. 19963

Mr. David Horton

Director of Camp Services

Camp Oswennan

145 North Broad Street

Phila. PA, 19122

May, 20 2014

Dear Mr. Horton

I am writing to let you know that I will be in Oswennan PA on Wednesday May 28. The last time we spoke, you want to let me know when I would be in town so we could meet and discuss our plans for the July 4th picnic.

As you may remember my company plans to use the campground near Ossinwanin lake on July 4th weekend. This meeting is to iron out the last few details. I will be stopping by the lake on Wednesday after spending a day in town. I plan to bring our contract some camping supplies and tents. Is there anything else I should bring?

I look forward to meeting with you and discussing final arrangements for this event.

Sincerely,

Serena Sparkling

Director

Community Nature Center