

From: Sandra Clair <SandyC@charlestonareaseniors.com>

To: Kester, Tonykester@aging.sc.gov

Date: 8/15/2014 3:37:20 PM

Subject: request for additional vehicles.

Attachments: vehicle request form - Hutto.pdf
van requestTony Kester.pdf

Hi Tony, hope your week has gone well. Attached is a letter requested your approval for this agency to lease two additional vehicles – preferably minivans. I have also enclosed the request for additional vehicles form that goes to State Fleet for your review.

Thanks for your help. It was nice to see you again – perhaps you can visit again bearing gifts!

Sandra Clair
Executive Director
Charleston Area Seniors
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