

From: Danny Varat <DannyVarat@scstatehouse.gov>
To: Lily Cogdill LilyCogdill@scstatehouse.gov
Date: 2/13/2017 11:11:19 AM
Subject: Re: Stationery

Let's start with 500. What about an electronic version we can begin using now?

From: Lily Cogdill
Sent: Monday, February 13, 2017 11:06 AM
To: Danny Varat
Subject: FW: Stationery

Please advise.
Lily

From: Roberts, John [mailto:robertsj@aging.sc.gov]
Sent: Monday, February 13, 2017 11:03 AM
To: Lily Cogdill
Subject: RE: Stationery

The business cards have been ordered and should be here by Wednesday. I sent over the letterhead artwork on Friday right after you approved the final version. They just sent me the quote and I told them to go ahead and work on the proof of the letterhead and envelope. They said it will take 6 to 8 business days once the proof is approved to get the letterhead because they will have to get die cut for the foil seals on the letterhead and envelope.

How much letterhead do you want?

500 - \$316.82
1000 - \$411.10
2500 - \$712.82
5000 - \$1206.83
Plus Envelopes
500 - \$432.61
1000 - \$577.96
2500 - \$1,018.92
5000 - \$1,779.50

I am going to send the card and envelope over now.

From: Lily Cogdill [mailto:LilyCogdill@scstatehouse.gov]
Sent: Monday, February 13, 2017 10:22 AM
To: Roberts, John <robertsj@aging.sc.gov>
Subject: Stationery

Good Morning John,

Just checking in with you regarding the status of the business cards and stationery. I would like to give both Danny and the Lt. Governor an update.

Thank you!

Lily