

Dear Heather,

Congratulations! We are honored to announce that you have been selected as a **City & State Corporate Social Responsibility Award** honoree for outstanding work in the **Philanthropy** sector.

City & State CSR showcases outstanding New York business leaders and corporations through our series of highly publicized award ceremonies, conferences, and specialty publications, for their tremendous work in the area of Corporate Social Responsibility. The Philanthropy Awards are presented to individuals and organizations who have demonstrated dedication and commitment to the well-being of New York and its citizens through generous donations, volunteerism and other notable investments.

The award will be presented at our celebratory breakfast reception on **Tuesday, August 22<sup>nd</sup> at New York Law School**. You will receive an engraved award at the ceremony as well as a copy of the program journal, which will feature a profile of each honoree. We invite you, or someone from your company, to attend to accept the award, and you are welcome to bring a guest!

**Please confirm acceptance of the award as soon as possible** so that we can announce the list of distinguished honorees. Below you will find the general schedule for the awards breakfast and a detailed list of next steps.

**Date & Time:**

Tuesday, August 22<sup>nd</sup>  
8:00am – 10:30am

**Location:**

New York Law School  
185 West Broadway, 2<sup>nd</sup> Floor  
New York, NY 10013

**Schedule:**

8:00am Registration & Breakfast  
8:45am Welcome & Keynote Remarks  
9:00am Industry Leader Power Panel  
9:45am Award Presentations & Photo Opportunity

**Deliverables:**

- Please confirm acceptance of the award **as soon as possible**
- Please send a **short bio** (about 100-150 words) and **high-resolution headshot**
- Please let me know how you'd like your **name, title and company** to appear on your award

Congratulations again! Please feel free to reach out if you have any questions!

Thank you,  
Jasmin

**JASMIN FREEMAN**  
VP of Strategy



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