

To: Troy Employees
From: Bob Kasper
Date: September 13, 2004

Re: Spring Ahead Bonus Program

Fall is quickly approaching. Along with our usual fall traditions, we're all looking forward to post-season baseball.

Here at Informed Marketing, we're creating some competition of our own... The Spring-Ahead Bonus Program. Here are the details.

\$500 Spring-Ahead Bonus

Criteria:

- 900 logged-hours (approximately 35 hours per week)
- Obtained within 6 months
- For current employees: Beginning September 16th expiring March 16th
- Non-salaried employees only

\$200 Spring-Ahead Bonus

Criteria:

- 450 logged-hours (approximately 17.5 hours per week)
- Obtained within 6 months
- For current employees: Beginning September 16th expiring March 16th
- Non-salaried employees only

MVP Award - \$100 Bond

Win a \$100 US Savings Bond for logging the most hours during the Spring-Ahead Bonus Period (non-salaried employees only).

Tell Your Friends

New hires will also be eligible for Spring-Ahead Bonus, but for a limited time only. For new hires beginning after September 16th, the 6 months will begin from their date of hire.

As you would guess, this program is only available to employees still with the company at the end of their 6 month Spring-Ahead Bonus Period.

We're confident this program will be a Grand-Slam for all of our team, so let's step up to the plate and swing for the fences. I'll see you out on the field.

Bob