

Dr. Stiles and Dr. Harmon,

The Jeremy Janus Video Team is pleased to provide you with the attached catering proposal for our Change Your Perspective Event with Jeremy Janus, which is currently scheduled to be held on November 28th at Kettle Creek. We understand this is an important occasion for the BI Department and Mr. Janus. We are committed to giving our utmost attention to making this a memorable and stress-free event, while highlighting the importance of mental health. We are actively searching for ways to call attention to mental health services offered on campus, by gathering likeminded groups and reaching out to our health and mental health services at UCCS (University of Colorado, Colorado Springs).

The attached business proposal is The Jeremy Janus Video Team's formal request to provide light refreshment catering services for the event described therein, upon terms and conditions and pricing provided. As planning begins, some details may change, however, the catering will not, as Kettle Creek allows room for 110 people. This catering accounts for about 96 people, roughly the same as the venue's houses without risk of surplus. An offering of brownies and assorted cookies with hot chocolate will make for a nice leeway for mingling while viewing Mr. Janus' work.

Thank you for your consideration in this proposal. Should you have any questions about the possibilities, please do not hesitate to contact me directly at mzimmer2@uccs.edu or 618-210-1846. We very much look forward to the opportunity to make this event a success for the BI Department and Mr. Janus.

Sincerely,

Team Jeremy Janus Video