



March 25, 2020

Dear Sweet Adelines Member,

In this unprecedented time, all of us are adjusting our routines to keep ourselves and our communities safer. We have watched with admiration as our choruses and quartets have found ways to carry on through the challenges.

Here at SA International Headquarters, we are adjusting our routines as well. On March 24, 2020, the governor of Oklahoma issued a "safer-at-home" order. He ordered all non-essential businesses to close for the next 21 days. We anticipate re-opening the office on April 15, 2020.

Many staff were already working remotely, but all staff will now be doing so. While there may be slight delays in some areas, operations have been and will continue to move forward.

Examples of activities that may be delayed or postponed until we physically return to the office:

- Mailing of certificates of achievement
- Mailing of membership cards and quartet pins
- Shipping of product orders or physical copies of music
- Processing of ACP and DCP applications
- Processing donations

I send my best wishes for your continued health and safety. As always, feel free to reach out to me at exec@sweetadelines.com if you have any questions or concerns.

In Harmony,
Tammy Talbot
CEO, Sweet Adelines International