

Buildings and Relationships that Last a Lifetime

December 2002

Trehel 20th Anniversary

This story can fit 175-225 words.

The purpose of a newsletter is to provide specialized information to a targeted audience. Newsletters can be a great way to market your product or service, and also create credibility and build your organization's identity among peers, members, employees, or vendors.

First, determine the audience of the newsletter. This could be anyone who might benefit from the information it contains, for example, employees or people interested in purchasing a product or requesting your service.

You can compile a mailing list from business reply cards, customer infor-



mation sheets, business cards collected at trade shows, or membership lists. You might consider purchasing a mailing list from a company.

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Project Highlight: Dorman Stadium

Football season has started and the Dorman Cavaliers and their fans are enjoying the games in their brand new football stadium.

Trehel Corporation recently completed construction of the stadium which is the third largest in the state, just behind USC and Clemson. The stadium seats 5,000 fans and includes a 3-story press



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Special points of interest:

- Don't forget to let David know if you want a spiral cut ham, whole ham, turkey or duck!
- The office Christmas Party will be on December 19th at the Reserve. We will exchange Secret Santa gifts there as well as having the photo guessing contest.
- The Shop Christmas Party will be on December...

Announcements

Service Awards:

- Margaret Coffman - 15 years
- Ann Serocki - 5 years
- Marty White -



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Editorial

This would be a good place to insert a short paragraph about your organization. It might include the purpose of the organization, its mission, founding date, and a brief history. You could also include a brief list of the types of products, services, or programs your organization offers, the geographic area covered (for example, western U.S. or European markets), and a profile of the types of customers or members served.

It would also be useful to include a contact name for readers who want more information about the organization.

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Article

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tower with concessions and box seats. Trehel also completed the athletic fields including baseball, softball, soccer, tennis, track and field. The stadium was designed by McMillan Smith and Partners.

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If you explore the Publisher catalog, you will find many publications your newsletter. These factors will help determine how frequently you publish the newsletter and its length. It's recommended that you publish your newsletter at least quarterly so that it's considered a consistent source of information. Your customers or employees will look forward to its arrival.

Community Events

The groundbreaking for the Parking Garage kicked off construction of the 3-story facility that will bring much needed parking relief to downtown Clemson. Dan Brower will be Trehel's project manager for this new addition to the community. The building will also be the new headquarters for Clemson Area Transit.



December 2002

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2003

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Schedule of Events

- December 4—Birthdays: David Stokes and Don Underwood
- December 19—Christmas Party at the Reserve.
- December 25—Christmas Holiday
- January 18 and 19—Trehel Planning Retreat
- Date — Describe an upcoming event in detail here. You may want to include the time and location or provide a special phone number for more information.
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Name the Newsletter Contest

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Trehel Team Highlight: Tommye Hurst



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