



INVITATION TO BIFMA STAKEHOLDERS

TO: Sustainability Assessment Standard Stakeholders

FROM: Jaclyn Bowen, Standards Specialist, NSF International
Tom Reardon, Executive Director, BIFMA International

DATE: December 18, 2006

RE: January 9-10, 2007 Stakeholder Meeting

The next BIFMA Sustainability Assessment Standard Stakeholder meeting will be on **Tuesday, January 9 from 9:30am-5pm (ET)** and **Wednesday, January 10, 2007 from 8:30am-3:30pm (ET)**. This meeting will be held at:

Holiday Inn Select
3063 Lake Eastbrook Blvd. SE
Kentwood, Michigan
49512
(616) 285-7600

An agenda and meeting materials will be e-mailed to you prior to this meeting.

Please return the attached reply sheet by Wednesday January 3, 2007 to let us know whether or not you plan to attend. You may also RSVP to the attention of Jaclyn Bowen by sending a fax (734-827-6162) or e-mail (bowen@nsf.org).

A map is also attached to provide you with directions to the Holiday Inn Select.

If you are not able to travel to the meeting, teleconference and web-based access will be available. For participating in the full group meeting, at the designated time, please call 866-740-1260, and at the prompt, enter participant code: 8275139. For web conferencing, please connect to <http://www.readytalk.com>. The same participant access code applies.

For those of you participating in the work/task group breakout sessions, different teleconference and web-based access numbers may apply. Details to follow.

Thank you in advance for your participation. We look forward to meeting with you.

Attachment: reply sheet
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