

Date

Name

Address

City, State Zip

Dear (Name):

Congratulations on your recent appointment by the County Executive and confirmation by the County Board.

If you have not done so already, please call the Milwaukee County Clerk's office at 278-4067 as soon as possible to schedule a time to be officially sworn in. This should not take more than a few minutes of your time.

If you have any questions, please call Greg Reiman in the County Executive's office at 278-5230.

Thank you for your service to Milwaukee County.

Sincerely,

Greg Reiman

Executive Assistant

Office of the Milwaukee County Executive