Alpha Kappa Alpha Sorority, Incorporated®

GAMMA DELTA OMEGA Chapter

Correspondence Log

November 2017

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| **Date Received** | **Organization** | **Subject** | **Action Required** | **What Action** |
| November 3 | Soror Linda Piersawl | Thank You Card | Yes | Shared with Chapter in November Chapter Meeting |
| November 3 | American Express | Solicitation | No |  |
| November 7 | Wounded Warrior Project | Solicitation | No |  |
| November 7 | Heifer International WorldArk | Magazine | No |  |
| November 7 | Rhode Island Novelty | Catalogue | No |  |
| November 12 | Hampton University Museum | 24th Annual Holiday and Kwanzaa Marketplace | Yes | Share with Chapter |
| November 12 | Restaurant Equippers Warehouse | Catalogue | No |  |
| November 14 | Anchor Financial Group / Tara A. Jones | Request to Present During December Chapter Meeting | Yes | Share with Chapter |
| November 16 | Dusti Johnson-Brinker, Principal Douglas Park Elem | Thank You Letter | Yes | Share with Chapter |
| November 24 | AKA Corporate Office | Fall Mailing | Yes | Forward to Basileus |
| November 24 | Educational Advancement Foundation, Inc. | Contribution Confirmation Letter | Yes | Share with Chapter |
| November 24 | Khadijah Alexander | Payment | Yes | Forward to Finance |
| November 24 | Alzheimer’s Association | Solicitation | No |  |
| November 24 | Mrs. Susan Burton | Letter to Soror Gracie and Committee | Yes | Forward to Soror Gracie |
| November 29 | City of Portsmouth | Donation Request for Safety Town | Yes | Share with Chapter |
| November 29 | Alzheimer’s Association | Solicitation | No |  |
| November 29 | AKA. Lambda Lambda Omega Chapter | Invitation to 2018 Founders’ Day Celebration | Yes | Share with Chapter |
| November 29 | American Red Cross | Solicitation | No |  |
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| **Date Received** | **Organization** | **Subject** | **Action Required** | **What Action** |
| November 29 | Andrea Tatum, Norfolk State University | Donation Request for the Inez Howard Book Scholarship | Yes | Share with Chapter |
| November 29 | Wounded Warrior Project | Solicitation | No |  |
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