

*Created as part of the requirements for a writing assignment and not meant to represent the organizations listed herein.*

To: [REDACTED]  
From: [REDACTED] CEO of Antonio's  
Subject: Grand Opening: 3 New Locations! ☐

Dear Employees and Loyal Pizza Lovers,

We are ecstatic to announce that we are expanding Antonio's Pizza to three new locations near the [REDACTED] campus, in [REDACTED]! A grand opening will be held at all three locations on **Friday, November 3, 2023 at 12 PM**. Our new stores will be located at:

[REDACTED]  
[REDACTED]  
[REDACTED]

To celebrate the opening of our new locations near the [REDACTED] campus, we will be holding a Buy One, Get One Free deal for any patron wearing [REDACTED] merchandise **until Sunday November 5, 2023 at 5 PM**.

This exciting new era of Antonio's Pizza would not be possible without the tireless efforts of our COO [REDACTED]. [REDACTED] received a Masters Degree in Business Administration from [REDACTED]. He has been with Antonio's since 2000, and has been a crucial part of our company's ongoing success. Through his efforts, Antonio's Pizza has become a staple of any night out in [REDACTED], and we know he will continue to do the same as he takes the reins in [REDACTED]

We want to thank all of our amazing employees who have made this expansion possible, and all of our devoted customers who have been enjoying our pizza for over three decades. We are excited to take this next step in providing our delicious pizza by the slice to colleges all throughout the [REDACTED]!

Stay Hungry,  
[REDACTED]  
CEO, Antonio's Pizza

 **(she/her)**

CEO of Antonio's Pizza

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*Address of Pizza HQ*

website