Your Company’s Letterhead

Date

Patricia Virgen | Executive Director

San Joaquin County Employment & Economic

Development Department

6221 West Lane, Suite 105

Stockton, CA 95210

Dear Executive Director Virgen:

On behalf of Your Company, this letter is in support of the Greater Stockton Chamber of Commerce’s “Stockton Takes Action Against Retail Theft” or (STAART) program proposal made to your agency.

The STAART program is designed to address the serious epidemic devastating our business community, costing our business community a tremendous amount of money, time, and future revenue, as well as endangering our employees and customers. The STAART program will leverage existing efforts in combating retail theft in Stockton and San Joaquin County by proactively engaging in activities and actions to mitigate crime. To optimize the community’s efforts in combating retail theft in Stockton and San Joaquin County, the Chamber is requesting funding for our 2-year pilot program.

[Insert Testimonial]

Please give the Chamber’s STAART proposal your serious consideration. Since the COVID pandemic, retail theft issues are impeding our local businesses ability to hire employees and keep their doors open.

Respectfully,

Name

Company

Address

Phone