



Wednesday, June 26, 2013

1653 Lititz Pike #246
Lancaster, PA 17601
Ph/Fax (888) 330-5313
www.cleanbooks.net

Dear valued client,

We moved!

Due to the remote nature of our work, **we have decided to close our office** at 448 Murry Hill Circle, Ste 110 in Lancaster, PA as of June 30, 2013.

Each of our team members will be working remotely from their home offices. Working from home gives our team more flexibility and makes them more productive (and happier!), ultimately helping us to serve our clients more effectively.

We would still be happy to meet you face-to-face at your place of business or at a coffee shop (in the Lancaster area).

We have contracted with *Postal Connections* in Lancaster to forward our mail. You can mail packages to us at our **new address below** or drop off sealed packages or envelopes at this location.

CleanBooks, LLC
1653 Lititz Pike #246
Lancaster, PA 17601

Our phone and fax numbers remain the same:
Ph/Fax: (888) 330-5313 or (717) 581-0300

Family Update

In addition to closing our office, our family also relocated to East Earl in Lancaster County, PA. We found a beautiful, old farmhouse that is just perfect for our growing family (and has a big office space that is nicely separated from the rest of the house)!

New Team Member

Jared Wengerd, our newest team member who will be taking Joe's place. Visit cleanbooks.net/contact-us/about-us/ for updated team photos.

Joe recently moved to North Dakota and started his own business working in the growing oil industry. Joe continues to work for CleanBooks part-time, but will be phasing out this year.

Jared lives and works from his home office in western Montana, deep in the mountains. His fast Internet connection allows him to connect to our server and work as though he was right next door. Jared will spend the next few months in intense training for QuickBooks and accounting.

We look forward to continue providing you with efficient and secure services through the utilization of today's best technologies. We hope you have a wonderful summer!

Sincerely,
Tim Miller (Owner) | CleanBooks. LLC