

Stamp and Mail Postcards Job Card Description

- Clothing Sale Chair will prepare customer postcards from MyCM information
- Clothing Sale Chair will print and deliver cards to you 3-4 weeks prior to sale
- You will need to purchase stamps at current postcard rate
- Upon receipt of postcards you will stamp and mail within 1 week to 10 days
- You will submit a receipt to the treasurer for reimbursement