



Dear

RE: Staff engagement and social responsibility

I am writing to you today to put forward an idea that I believe will significantly improve both staff engagement and social responsibility at our company. As you know, we have a coffee machine in our staff room that brews a generic, questionably sourced coffee variety. Sure, it was fun at the start - but more and more team members are opting to buy coffee elsewhere instead of using the infrastructure we already have set up!

For the same price and very little effort, I propose that we switch suppliers of this generic coffee bean to **Antz Coffee**. Here's why:

It would make staff happier

89% of office workers say a good cup of coffee can make an entire workday better. Imagine what a bad coffee does to the office workers day! It also reduces the number of people leaving the office to buy good coffee elsewhere, improving productivity and creating more opportunities for informal team building.

It helps us help others

Most coffee beans are sourced from questionable places and have little to no consideration for the supply chain. Antz coffee pays a premium to work with coops that practice ethical farming; solving poverty problems, helping build infrastructure and paying a fair wage to all people involved. That's more than any other coffee roaster in WA. Antz coffee also comes in recyclable packaging.

Supporting local

Antz Coffee Co is a local roaster, unlike the generic brand that we support now. It appears that their company values are similar to ours which means we are a great fit!

Very little effort to switch

If you are happy to switch to Antz - I suggest we start purchasing their *Daily Driver* blend. It is perfect for all coffee drinkers, some proceeds go back to supporting Tiger conservation in India AND we can get a corporate discount on an automatic subscription.

If you are happy to proceed, please let me know in writing and I will coordinate the rest!

Sincerely,