



## **FRIENDS OF WESTBURY HS FOUNDATION**

Directory Office

P.O. Box 3110

Chesapeake, VA 23327-3110

**FIRST-CLASS MAIL**

**Address Service Requested**

**WESTBURY HIGH SCHOOL  
ALUMNI NOTIFICATION:**

Verification of the information in your records is  
urgently needed.

Dear (NAME),

We need your help immediately! Right now we are in the process of collecting current biographical information for the Westbury High School comprehensive directory of graduates.

We need to hear back from you within the next 7 days to verify the information in your file. **Please call toll-free at 1-800-000-0000 to quickly confirm your records.**

As we assembled alumni information for the upcoming Friends of Westbury High School Foundation directory project, we discovered that many records were outdated or missing crucial information.

Please make verifying your alumni information a top priority. I'd hate to publish outdated information in the Westbury High School directory or not be able to share important alumni news with you due to a gap in our files. **To verify your alumni information, simply call our toll-free Alumni Hotline at 1-800-000-0000 within the next 7 days.**

Kathleen Tinsley Ownby '67  
President  
Friends of Westbury High School Foundation

Rita Woodward  
Founder  
Friends of Westbury High School Foundation

# **FRIENDS OF WESTBURY HS FOUNDATION**

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**FIRST-CLASS**

**Forwarding Service Requested**



**IMPORTANT NOTICE**

**PLEASE CALL 1-800-000-0000 TODAY TO BE INCLUDED!**

Dear (NAME),

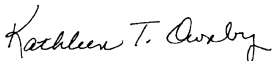
We recently sent you a notice because we urgently need your help. We need your current biographical information for the Westbury High School graduate directory. We are trying to collect the most current information on all graduates so we can have the most up-to-date directory. We do not want to print the directory without your current biographical information. This call will only take a few minutes of your time.

For your convenience, we have included a toll-free number for you to call.

**CALL TODAY - TOLL FREE 1-800-000-0000**

Mon. - Fri., 7am to 10pm; Sat., 7am to 4pm; Sun., 11:30am to 8pm (CT)

Thank you in advance for making our directory a success.



Kathleen Tinsley Ownby '67  
President

Friends of Westbury HS Foundation



Rita Woodward  
Founder

Friends of Westbury HS Foundation