

Rebranding Rollout Schedule

Dear Team,

We are excited to announce the upcoming rebranding of our company. Below is the schedule for the rollout:

Rollout Schedule

Date	Activity
March 1, 2024	Launch of New Logo
March 15, 2024	Website Update
April 1, 2024	Marketing Materials Refresh
April 15, 2024	Social Media Update
May 1, 2024	Official Launch Event

Please ensure that your teams are prepared for these changes and ready to support the transition.

Thank you for your cooperation.

Best regards,

John Doe
Marketing Director