

Exhibit "A"

SAMPLE NEUTRALITY LETTER

Dear [REDACTED] Employee:

As you may know, organizers from SEIU Local 3 have been talking with employees about forming a Union. We want you to know that you have a right to form, join, or support the organizing effort. We have met with SEIU Local 3 and agreed to remain neutral so you can decide if you want the Union to represent you. We do not oppose the unionization of our employees. The choice of whether or not to be represented by a union is yours alone to make. Moreover, we will not interfere in any way with your exercises of that choice. We have instructed all supervisors not to talk to you about the union. The supervisors will not discipline you, transfer you, or discharge you because of your support for SEIU Local 3.

We have agree to let SEIU Local 3 post literature on company bulletin boards in our offices in each building, to allow the Union access to meet with you at a series of Union sponsored meetings and before and after work so long as these meetings do not interfere with the performance of your work. We will not issue any written communication or literature to bargaining unit members or conduct any meetings with individual employees or groups of employees regarding unionization.

[REDACTED] and its parent company [REDACTED] are interested in establishing a friendly and productive relationship with SEIU Local 3 and will deal fairly with the Union in the event that our employees choose to be represented by them.