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Intercap Merchant Partners

Northbrook, IL 60062

July 8, 2010

Dear [REDACTED],

Congratulations! Your company has been nominated for the Better Business Bureau's prestigious Fourteenth Annual **Torch Award for Marketplace Ethics** by an individual who believed your organization should be publicly recognized for its day-to-day ethical business practices.

The **Torch Award** is designed to promote not only the importance of ethical business practices, but also the willingness and efforts made by outstanding organizations to ensure that our country's marketplace remains fair and honorable for all people. Companies need not be a BBB Accredited Business to win the award.

Past winners have included: Carmax, Empire Today, Wm Wrigley Jr. Company, U.S. Waterproofing, Blue Cross Blue Shield of Illinois, Pepper Construction Company, CDW Computer Centers, The Pampered Chef, Abbott Laboratories, Tasty Catering, and ABT Electronics.

All entries for this award are segmented by employee head count to maintain a level playing field. Northern Illinois winners are encouraged to enter the BBB International Torch Awards competition.

Enclosed are the Entry Form and Judging Criteria with suggestions as to what to include in your supporting materials. Fill out the form with the appropriate supporting materials and submit them by September 10<sup>th</sup>. The Annual Awards Luncheon is set for Thursday, December 2nd at the Holiday-Inn Mart Plaza in Chicago.

We look forward to receiving your submission as soon as it is ready but no later than September 10, 2010 to 330 N. Wabash Ave., Suite 2006, Chicago, IL 60611. Please call Tom Joyce at 312-245-2643 or e-mail [tjoyce@chicago.bbb.org](mailto:tjoyce@chicago.bbb.org) with any questions. There is no fee to enter.

Congratulations on being nominated – now it's up to your company to submit an entry.

Sincerely,

Steve J. Bernas  
President & CEO

*Better Business Bureau of Chicago & Northern Illinois, Inc.*

**Chicago Office**

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