

Johnny Timbers Tree Service, Inc.

PO Box 6384 • Williamsburg, VA 23188 • www.johnnytimmers.com • 757-870-3106



MEMO

Hurricane Florence

September 13, 2018

Thank you all for all of your efforts as the Johnny Timbers Team begins the deployment process! As we get ready to help out with storm damage of Florence, please keep in mind the following:

- **Paychecks.** Direct deposits will post Friday for all who signed up by 7pm Wednesday night. For those who didn't, I will have printed checks at the office by 5pm on Friday if not sooner. If you would like to have your printed paycheck mailed anywhere please get me that address by this morning, September 14, 2018. Your \$50.00 deployment per diem is included starting with this Friday's paychecks.
- **Safety equipment.** Make sure to wear the required safety equipment at all times and to refer to safety practices studied and reviewed during safety meetings while deployed. If you have any concerns or questions regarding safety, please reach out to Chad (Ox) Richards, AJ Mayo, or John Hull.
- **Social Media.** Please be mindful not to post any pictures on social media that show the location of where Johnny Timbers is working. Please do not post any pictures which may depict unsafe practices or unprofessional behavior (for example work pictures showing employees without the required safety gear. **(Wear your safety gear!!)**). Also, be mindful that anytime an employee wears clothing with Johnny Timbers name or its logo on it, he is representing the company.
- **Pictures.** That being said about social media, well-selected pictures are great marketing tools. So, if you have good pictures that you would like to share with me, that would be great! I am going to keep an album of pictures and choose a select few for marketing purposes. You can text them to me (757-870-3106) or email sonya@johnnytimmers.com.
- **Business Credit Cards.** Please make sure to only use the business credit card for business expenses. If you notice that your business credit card is missing, let me know ASAP so we can report it as lost and get you a replacement right away.

Thank you again and please let me know if you have any questions or think of anything else that would be good to communicate with the team.

Sonya
757-870-3106
sonya@johnnytimmers.com