COVER LETTER

**Dear Executive Signators,**

Please find enclosed 10 copies of our memorandum of understanding for your signatures. Your organizational representative will work with me to route this document.

Please sign all 10 copies, place back in the folder, leaving this cover letter in view, and return to the person who organized the signature process. When all signatures have been obtained, I will get a signed copy back to each organizational representative for final disposition as desired or required by your institution.

With Gratitude,

J. Royden Saah

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