# Business Notification Template (email or postcard)

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| <City of XXX> logo | cid:image003.jpg@01CF7670.83968C10 |
| **City of XXX is Transitioning to MRSC Rosters**  Effective immediately, City of XXX is transitioning our Small Public Works Roster, Consultant Roster, and Vendor Roster to the MRSC Rosters shared online database. To continue being eligible to work on projects using a roster process, you are required to register for FREE at [www.mrscrosters.org](http://www.mrscrosters.org) and select City of XXX in your account. If you are already a member of MRSC Rosters, simply select City of XXX in your account.  For registration questions, please contact MRSC Rosters at [mrscrosters@mrsc.org](mailto:mrscrosters@mrsc.org) or 206-436-3798. If you have questions about City of XXX projects, contact us directly at City of XXX email) or (City of XXX phone number).  **Thank You!** | |