**Invitation to Web Meeting**

Hi again {{First Name}},

Here’s the login information for the LiveMeeting conference we agreed to have last week.

Scheduled Conference Date:      Tuesday, September 1, 2015

Scheduled Start Time:                    08:15 AM Eastern Daylight Time

Dial-in Number:                                1-302-202-1098 (East Coast)

Participant Access Code:                7190803

In order for you to see my desktop, it’d be great if you could sign in to LiveMeeting by following the link below. **(If you have an account???)**

<https://www318.livemeeting.com/cc/usda/webJoin>

Click here to join the meeting:

<https://www.livemeeting.com/cc/telemessage/join?id=W9425C&role=attend&pw=Nb%7B6%7BJ%24Xf> (might need replacing)

If you don’t want to/have issues installing the LiveMeeting tool, follow this link

<https://www318.livemeeting.com/cc/usda/webJoin>

The meeting ID is: XYZ

The entry code is: XYZ

See you there!

{{My First Name}}