## 6-5-19 call-in instructions

Dear colleague,

You are invited to attend a conference call. Noted below are details of how to join this call.

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## CONFERENCE DETAILS

Meeting title: 6-5-19 Second 2019/2020 RFA Workshop

Date: Wed Jun 5, 2019

Start time: 2:00 PM Eastern Daylight Time (GMT-0400)

Duration: 180 minutes

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HOW TO JOIN THE AUDIO PORTION OF YOUR MEETING To ensure that this conference starts promptly:

1. Call one of the dial-in numbers approximately 15 minutes before the start time. (NOTE: These numbers are specifically for this meeting and are not MeetMe dial-in numbers.)

US Toll free: 1 888 339.2688

International direct: +1 617 847.3007

2. Once connected, follow the instructions provided over the phone.

When prompted, give the following information:

- 1. Participant passcode: 866 206 18
- 2. Name, Company Name
- 3. Depending on the conference call settings, you will be entered directly into the conference, or you will hear music until the conference begins.

HANDY TIP: If you ever need assistance during the conference, press \* then 0 on your telephone, and a conference coordinator will be happy to assist you.

<sup>\*\*</sup> Your conference may be recorded at your chairperson's request. \*\*

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Kind regards, Jean Salmonsen