

[REDACTED]

ASSIGNMENT MEMO

Thank you for your interest to participate in the [REDACTED] survey project. In addition, we want you to evaluate any [REDACTED] and [REDACTED] store in your area.

It is important you send me an email/text message confirmation as soon as you receive the envelope.

1. Please go to your bank to have the check for \$1,880 cashed. Deposit the check if you are unable to cash it same day, funds will be available within 24 hours. Surveys should be completed within 48 hours upon receipt of the cashier's check.
2. Once funds are available, withdraw the cash and deduct your commission which is \$300.
3. \$1,550 would be used to complete your secret shopping assignments.

You would be evaluating 3 stores in your neighborhood. [REDACTED]

[REDACTED]. You are not allowed to shop using [REDACTED] card, [REDACTED] card and [REDACTED] card if you are a member.

A. SHOPPER'S ASSESSMENT: Locate [REDACTED] Store.

- 1: Purchase [REDACTED] gift cards of \$500 in total. It should be \$100 or \$50 denominations.

B. SHOPPER'S ASSESSMENT: Locate [REDACTED] Store.

- 1: Purchase [REDACTED] gift cards of \$500 in total. It should be \$100 or \$50 denominations
- 2: Make any grocery purchase of your choice worth \$50. It is for your personal use.

C. SHOPPER'S ASSESSMENT: Locate [REDACTED] Store.

- 1: Purchase [REDACTED] gift cards of \$500 in total. It should be \$100 or \$50 denominations.

Contact email: (garycooper@valuationroute.com). Once task is completed, send the survey report via email using the questionnaire below. Please type the email correctly.

- **Ambiance/outlook of the shop/outlet.**
- **The address of store evaluated.**
- **The name of the store clerk.**
- **How long it took to complete the service.**
- **Customer service professionalism, Information that you think would be helpful & any additional comments and impression.**
- **Peel or gently scratch off the label on the back of the [REDACTED] gift card to reveal the hidden 16-digit code that begins with X and take a picture one by one showing the serial number and the amount.**
- **Receipt of all the purchases made.**
- **[REDACTED] address would be given to you to mail the [REDACTED] gift cards to after completing the surveys.**

NOTE: At the store; under no circumstance should you acknowledge that you are evaluating their services as that will defeat the purpose of the whole program, some of the security questions which can trip you include, but not limited to the following:

- **If or when asked if you are a mystery shopper, answer NO.**

We are currently running a research project for [REDACTED]

[REDACTED]. Your subsequent assignment would be to shop at any of these stores.

As soon as the evaluation is completed, kindly have all the details above emailed to me and send a text message to **213-443-8126** that you have completed the surveys.

You'll be instructed with what to do with the \$30 balance after completing the assignments.

Best Regards
Gary Cooper
Survey/Evaluator Consultant
213-443-8126
garycooper@valuationroute.com

[REDACTED]