



January 9, 2021

Dear West Linn Postal Customer:

The U. S. Postal Service has had a strong presence in the community of West Linn. In fact, the first post office was established on January 1, 1850.

In my opinion a post office is one of the foundations of every community. Despite our ongoing struggles with finding an adequate long-term solution for our real-estate needs, I want to assure you that we are fully committed to providing unbroken service to the community. Our ties in the community of West Linn run deep and we have no intention of severing them.

We appreciate your patience as the uncertainty of a permanent location continues to shadow the community. We look forward to working with the new city leadership who we believe will help us procure a workable solution for our needs.

Effective February 28, 2021, we will be losing our lease for the property located at 5665 Hood Street. At that time, we will have to relocate our services to a temporary location until we can find a permanent home in West Linn.

Our building requirements can be any one of the following options:

- (a) Land to purchase that is approximately 75,000 SF.
- (b) A building to lease that is approximately 10,000 SF with 65 exclusive parking stalls.
- (c) A retail building to lease that is approximately 3,150 SF with 27 parking stalls and a Carrier building with two docks and 44 parking stalls.

Please contact Greg Shelton at Gregory.I.Shelton2@usps.gov if you have any property to discuss.

Sincerely,

A handwritten signature in black ink, appearing to read "W. Schwartz", written over a light blue rectangular background.

William Schwartz
District Manager