To: All State and Local Purchasing Professionals

You are invited to attend the following webinar:

Webinar:	**COVID-19 Disinfecting Cleaning Services**
Date:	June 1, 2021
Time:	10:00 AM
Registration:	https://attendee.gotowebinar.com/register/676160483793505040

This webinar will present information on **COVID-19 Disinfecting Cleaning Services (99999-001-SPD0000184)**. General guidelines for purchasing COVID-19 Disinfecting Cleaning Services will be discussed during this webinar.

This invitation contains all the information you will need to participate in the webinar online.

About the webinar technology:

The webinar has both a visual and an auditory component, and you will need to log in to a website to view the presentation. You will need access to a computer with a sound card and speakers to hear the audio. Alternatively, you may dial into the webinar audio at a number specified upon registration with a PIN provided during login. *You may incur long-distance charges using the dial-in option.*

Preparing for the webinar:

To participate in the webinar, you will need to download the GoToMeeting software.
- To do this, select the link below and follow the prompts to download the webinar program.
- It may take 5-10 minutes to complete this, so please log into the conference at least 15 minutes before the start time of the webinar or perform the download in advance.
- If the webinar software was successfully downloaded, you will see an orange flower in the tool tray located in the bottom right corner of your screen.

Attending the webinar:

The day of the webinar, you will be able to enter a session 15 minutes before the start time.
- Register **in advance** at the link provided below. Once you register, you will receive an email confirmation with instructions about how to log on to the meeting.
- Please enter your first and last name when prompted.
- An attendee quick reference guide is provided for your convenience and the speaker will provide more instructions at the beginning of each session.

Registration information:

Please register in advance to attend the webinar at:

https://attendee.gotowebinar.com/register/676160483793505040

If you have technical difficulties logging into the webinar, please contact technical support at 1-866-962-6492 or https://support.goto.com/webinar/how-to-join-attendees for instructions.

Sincerely,

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