Subject line:

Intelligent collaboration for a safer community

Dear colleague

We’re excited to announce we’re providing you with Cisco Webex Meetings. It’s where you can host and join online meetings for easy video and audio communication, screen sharing, and connection wherever you are, on any device you have.

You can enjoy shorter meetings, quicker decision making, and can even cut back on travel time.

**To get started download the Webex Meetings app here:**

If you have any questions or need more information, please contact   
(name or team).

Thank you for making (location) a safer place for our community.

Regards,

(ADD SIGNATURE)