



The Financial
Boutique

*redefining the business
of financial management*

TO OUR **In The Zone** CLIENT-FAMILY
November 18, 2011

In The Zone is taking our own advice and streamlining our operations.

In The Zone [The **Success Zone, Inc.**, The **Tax Zone, Inc.**, and The **Wealth Zone, Inc.**,]
is leaving Silver Spring, Maryland and relocating our Principal office to
Bethesda, Maryland, effective December 1st, 2011.



In The Zone is "morphing" into a Virtual Office Environment. "Change is the only constant."

The new Principal Office of **In The Zone** is located in beautiful downtown Bethesda, Maryland, at:

**3 Bethesda Metro Center
Suite 700
Bethesda, MD 20814**

3 Bethesda Metro Center office building is in the triangle near the Bethesda Metro station - bordered by Wisconsin Avenue, Woodmont Avenue, and Old Georgetown Road.

In The Zone has a Virtual Satellite Office located at:

1200 G Street, NW, Suite 800, Washington, DC 20005

We have enjoyed being in Silver Spring for more than a decade, but we desire to upgrade our **office accommodations** and **office building environment**. We could not find what we desired in Silver Spring.

In The Zone

November 18, 2011

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⇔ **In The Zone** telephone numbers, fax number, email addresses, and website address remain the same. So for the vast majority of the **In The Zone** Client Family - **Nothing will change!!**

Our relocation **will** impact our Client-Family who visit the **In The Zone** offices. Beginning November 28th, 2011 - **our Client-Family will have to make and have a specific appointment scheduled during Weekdays from 10AM to 5PM** [3 Bethesda Metro Center and 1200 G Street, NW, as with most Virtual Offices, have limited access after work-hours and weekends].

Certainly, **In The Zone** will still try to accommodate after-hours appointments, as well as weekend appointments during tax season, but such appointments will be limited.

Although we love seeing and chatting with each of you, we are enhancing and emphasizing our use of electronic communications - so we will be employing scans, pdf's, faxes, and emails, as our primary means of communicating, when feasible.

As office relocations go - we expect little, if any, inconvenience to our Client-Family, and absolutely no impact on our **In The Zone** work-products, work-schedules, and service-delivery.

In The Zone Client-Family, be assured that our Financial, Management, Tax, and Wealth-Building proficiency remain the Hallmarks of our 25 years of guiding businesses - **like yours** - to profitability, and business-owners - **like you** - to wealth and financial security.

We thank you for "morphing" along with us, and for your long-time and continuing loyalty and trust.

***"Good, Better, Best. Never let it rest.
Until the Good is Better and the Better is Best."***

donald moragne

The **Success** Zone, Inc.
Your Company's Outside CFO
301-608-0848

Brynda Moragne

The **Wealth** Zone, Inc.
B2B Wealth Building & Executive Benefits
240-247-0089

JP Albritton

The **Tax** Zone, Inc.
Specializing in taxes and tax problems
301-608-0847

*Ben Lewis III, Phyllis Chesley, Lucia Dest, Sheri Slade, Tamu Carter,
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