

March 30, 2015

FOR LOCAL AREA BUSINESSES:

This letter introduces **Publications Manager Mr. Rich Dmochowski (570-228-1672)** of MARCOA Publishing, Inc. MARCOA is under a Department of Defense (DOD) contract (#N00189-15-P-G026) to publish the 2015 Base Guide and Telephone Directory for Naval Support Activity Mechanicsburg, Naval Support Activity Philadelphia and Philadelphia Naval Yard Annex.

This government contract gives MARCOA exclusive rights to sell advertising for and publish the only officially-authorized publication distributed through official military channels to newly assigned incoming military and civilian personnel when they relocate to the Naval Support Activity Mechanicsburg, Naval Support Activity Philadelphia and Philadelphia Naval Yard Annex.

All personnel receive a copy of the guide prior to their arrival so they have pertinent information on settling in, understand missions and locations of base departments and tenant commands, and have ready access to station-provided services and activities along with information about the local surrounding communities. This guide helps to make the newcomers' transition as easy as possible and their adjustment to a new duty station less stressful.

The Public Affairs Office further assures distribution of the guide by making it available to:

- all civilian, government contractors and military members on base
- base housing office
- VIP- distinguished visitors and conference groups
- personnel office on base
- family services office
- retirees who use the base facilities each year

A link to the online version of the guide is available on the Naval Support Activity Mechanicsburg, Naval Support Activity Philadelphia and Philadelphia Naval Yard Annex website and www.mybaseguide.com, making the guide available to everyone with internet access. Participating businesses can also be found within the *free MyBaseGuide Application (APP)*, available on smartphones and tablets.

There are more than 12,000 active duty military personnel and civilian employees working at Naval Support Activity Mechanicsburg, Naval Support Activity Philadelphia and Philadelphia Naval Yard Annex. The direct financial impact of the millions of dollars in salaries of these military and civilian government workers is the second largest economic contributor to the local economy.

Our people rely on this publication as a valuable reference material to the base and the surrounding business community. We appreciate your participation in this program.

For confirmation and/or questions regarding the 2015 Naval Support Activity Mechanicsburg, Naval Support Activity Philadelphia and Philadelphia Naval Yard Annex Base Guide and Telephone Directory (except advertising), please feel free to call me Chris Cleaver at the Public Affairs Office at (717) 605-2448.

Inquiries concerning limited advertising opportunities should be referred to Rich Dmochowski (570) 228-1672, RichD@marcoa.com or MARCOA Publishing at (800) 854-2935.

Thank you for your consideration and continued support of Naval Support Activity Mechanicsburg, Naval Support Activity Philadelphia and Philadelphia Naval Yard Annex.



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