**22 February 2022**

**Victoria Long**

**Twiglees Farmhouse**

**Lockerbie**

**DG11 2LU**

**To Whom It May Concern**

**With immediate effect,**

**I, Victoria Long,**

**herewith resign as a Trustee of the UEDG Board of Trustees**

**and I relinquish my involvement in any further volunteer activities**

**at the UEDG Community HUB.**

**I understand that I am welcome to continue to participate**

**as a customer of the café, the shop, and/or in events.**

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(Signature)

WHAT IS REQUIRED OF VICTORIA NOW:

* IMMEDIATE RESIGNATION FROM THE UEDG BOARD OF DIRECTORS
* IMMEDIATE RELINQUISHING OF ANY PARTICIPATION IN THE COMMUNITY HUB AS A VOLUNTEER
* COLLECT ANY PERSONAL EFFECTS FROM THE HUB OFFICE
* RETURN ANY KEYS, PAPERS, FOLDERS – ANY PROPERTY OF THE COMMUNITY HUB TO THE HUB OFFICE
* PARTICIPATE, AT WILL, AS A CUSTOMER OF THE HUB SHOP, CAFÉ, EVENTS