Jack Nulman Fictitious SoftwareInc. 2230 North Ohio Street Suite 1400 Chicago, Illinois 60611

John Archer The Best Company 1 Best Way New York, New York 10001

Dear John,

The presentation you gave yesterday on health benefits was excellent. I learned a great deal and plan to follow your suggestions. The material you distributed will be most helpful, and I look forward to sharing it with several friends who were unable to attend.

There is a definite need among Fictitious employees to become better informed on this topic. Your seminar provided an excellent forum for us to ask questions and voice opinions.

Thank you again for such an informative afternoon.

Sincerely,

Jack Nulman VP, Operations