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TRAINING OFFICE & PROFESSIONAL  
SERVICES INC  
% KIM JARVIS  
6851 BRIGANTINE WAY  
DAYTON OH 45414

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

*Doris P. Kenwright*

Doris Kenwright, Operation Mgr.  
Accounts Management Operations 1