

Tobacco Company

QUALITY ASSURANCE DEPARTMENT
BUILDING 26-1
WINSTON- SALEM, NC 27102

PHONE NO: (919) 741-7035

FAX NO: (919) 741-6135

DATE: Dec. 11, 1991

TO: Dave Massie

FROM: Tom Long

NO. OF PAGES (Including cover):

MESSAGE:

Dave,

Following is a copy of the first letter sent out. The letterhead was created on a word processor

The next letter is one sent to those who exhibited.

The next page is a fax sent to Kathy letting her know the needs. I also mailed her a copy of the exhibit layout showing each exhibitor's space.

The last page is a letter Kathy sent to Dave Wetzel.

Hope this helps,
Tom

"We work for smokers."

Transcript (for searchability):

Dave;

Following is a copy of the first letter sent out. The letterhead was created on a word processor.

The next letter is one sent to those who exhibited.

The next page is a fax sent to Kathy letting her know the needs. I also mailed her a copy of the exhibit layout showing each exhibitor's space.

The last page is a letter Kathy sent to Dave Wetzel.