Dr. Janice Jones

8th Street

Calgary AB T2Z 1K6

Dear Dr. Jones:

 We appreciate your willingness to speak to our parent group next month. As I mentioned to you on the telephone, we have approximately 50 parents in our group. Most of the parents have read your book and are looking forward to hearing your presentation.

 Please call me if you have any questions or need assistance.

Sincerely,

Sanya Henson