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Hatch Acres

Subject: Document Conversion

I have been working with the firm, DCM Inc. utilizing their document conversion services. The purpose of this letter is to introduce you to DCM and to encourage you to consider using their services when you require existing information converted to AutoCAD files, as from our experiences to-date it would be of benefit to several of our projects.

DCM Inc. delivers drawings that are immediately useable, to our specifications, do not require hours of cleanup, and are provided at a reasonable cost. Savings relative to in house conversion fluctuate from project to project but by and large we can reduce our costs significantly on this activity, permitting us to increase the value to our clients on those projects as well as freeing up our staff for more fruitful tasks.

Darrell Mitchell, Principal and Owner of DCM Inc. may be contacting you to deliver a brief (15-minute) PowerPoint presentation of their service and I would encourage you to attend Darrell's presentation.

You can learn more about DCM Inc. by visiting their website: <http://www.dcmconvert.com> .

Yours very truly,

Ian Ainslie
Project Manager

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