



P.O. BOX 19733
IRVINE, CA 92713-9733

January 24, 1995

Mr. Ed Rigsbee
PO Box 6425
Westlake Village, CA 91359

Dear Ed:

Thank you for attending our managers' retreat last week. Your presentation on managerial time issues was superb! I recognize and appreciate your going beyond the "call of duty" by deviating from your prepared program to address other issues. You demonstrated great insight in spotting and helping us understand changes we needed to make to really improve in our managerial and time management skills.

The feedback I have received from the rest of the group was likewise very positive. We tend to be suspect of outsiders and having been the one designated to find a speaker, I was particularly apprehensive. Needless to say, you won them over and everyone felt their time was well spent. I've never attended a seminar like this before where everyone was willing to stay a little longer!

Thank you again and we look forward to having you back again sometime in the future.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Lee A. Whatcott'.

Lee A. Whatcott
Senior Vice President
Chief Financial Officer

LAW/pb

