

Instruction: This is a model letter. Adapt to fit your facts and circumstances.

D A T E

N A M E  
C O M P A N Y  
A D D R E S S L I N E  
C I T Y , S T A T E Z I P C O D E

Re: Cable Regulation

Dear :

Enclosed herewith please find a short article describing important changes in the Rate Regulation Rules. I hope this will be of assistance to you.

Should you have any further questions or if I can be of assistance in any way, please do not hesitate to call.

Sincerely,

By:

:  
Enclosure