

September 4, 2001

Sample Company
Street Address
City, ST ZIP

Dear Mr. Smith:

I enjoyed talking with you this week, and look forward to meeting in person when you come to the *(your city)* area.

I am enclosing our Movie Production Rates, a Credit Application for direct billing, and a Locator Guide indicating all of our locations in the metropolitan area. I am sure that you will use the airport location and the downtown district the most. Our *(your city)* location is only a few blocks from the area most production companies use frequently.

If you have any questions regarding these rates or our service, do not hesitate to contact me directly.

Rate Code MPC

<u>Car Type</u>	<u>Daily</u>	<u>Weekly</u>
Compact	\$29.87	\$159.87
Midsize	\$34.87	\$179.87
Fullsize	\$37.87	\$192.87
Luxury	\$44.87	\$230.87
Minivans	\$49.87	\$249.87
15 passenger vans	\$89.87	\$445.87
Cargo vans	\$43.87	\$215.87

Sincerely,
(licensee name)/THRIFTY CAR RENTAL
Your Name
Local Sales Manager