

VASS I: *Executive Sales Training*  
**PROOF STATEMENT LETTER**

Mr. Blene Foonman, Vice President  
New Age Software,  
234 Silicon Parkway,  
Anytown, CA 92111

Dear Blene,

Thank you for your time today. As discussed, Pan Dowdy Computers is working to gain a better understanding of how our clients have increased sales or revenue, saved time, reduced administrative costs, etc. by utilizing our products.

As a valued customer, we would like to use you as a business reference. It would be greatly appreciated if you would take one minute to confirm the comments you made in our telephone conversation.

With your kind permission, we may selectively and discreetly use your comments in our future public relations efforts.

You mentioned that,

*"PanDowdy Computers has helped you reduce your computer support costs by 65%, saving you 1,160 hours of labor or about \$45,000"*

If this correctly summarizes what we discussed, simply confirm below that you are comfortable with the contents and fax it back to me. If you wish, please edit or modify your quote in the space provided, either handwritten or typed. This doesn't have to be a Shakespearean masterpiece, the more straightforward and candid the better.

My fax number is (214) 555-5555.

Thanks for your help.

Jenny Cork, Marketing Manager  
PanDowdy Computers

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Signature

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Date