David Taylor,

Aberdeen

November 02, 1990

Mr. Richard Scott,

67 East Squire,

Aberdeen, UK

Dear Mr. Scott,

Allow me to introduce myself, David Taylor and my team of ten friends. We are from your neighborhood and we conduct several charity events in East Squire. We have organized various events last year.

This time we are raising funds for the flood hit areas of Aberdeen. As you are aware a severe flood hit the area and there was massive destruction along with heavy loss of life in the affected area. To help the people in distress, we have decided to raise funds and see to it that help is reached to the sufferers. I humbly request you to donate as much as you see proper for the cause.

Your generosity will help the needy.

Regards,

David Taylor