

January 13, 2004

John Smith
ABC Insurance Company
123 Main Street
Some City, OH 45000

Re: Bill Johnson v. XYZ Corporation

Dear Mr. Smith:

Thank you for forwarding this case to our offices for legal handling. We have scheduled the applicant for a defense medical examination on February 2, 2004 at 10:30 a.m. with Dr. Jones. We will send notice of the examination to applicant and his attorney.

If you receive any further medical reporting from the applicant's primary treating physician, please forward them to my attention immediately.

In the interim, if you have any questions or comments regarding this or any other matter, please do not hesitate to contact me.

Very truly yours,

Michael Q. Law, Esq.