

3 Norton Gardens,  
BRADFORD  
BD7 4AU

30 June 2001

Regional Sales Manager  
Nortex and Co.  
Cooper St.  
LEEDS  
LS5 2FH

Dear Mr Perrin,

I am writing to inform you of my decision to resign from my post of Sales Administrator in the Bradford offices with effect from 1 July 2001. I am giving one month's notice as set out in my conditions of employment. I have for some time been considering a change of role and have been offered a post with a market research organization which I believe will meet my career aspirations.

I would like to take this opportunity to say how much I value the training and professional and personal support that I have received in my three years with Nortex and Co.

Yours sincerely,

Melinda MacPhee