April 29, 2013

Ms. Jennifer Smith

Technical Director / Production Manager

Mission City Center for Performing Arts

3250 Monroe Street

Santa Clara, CA 95051

Dear Ms. Smith,

Enclosed is a signed Rental Application Packet with my signature, as the latest (and last) “renter” for our May 18 show at your facility. I have also included a flyer giving details of the show, as requested on page 11 of the Packet.

I believe we have given you the full $1460 “Rental Cost Estimate” on page 10. Please let me know if you believe we still owe you something.

I will arrive at the venue by 11am on May 18 and will remain there throughout the setup, performance, and tear-down for the show. We expect to depart by 5pm.

Some people on page 12 are not yet identified, but I will provide you their names and telephone numbers soon.

Terrence Moore

Vice President of Music and Performance

Palo Alto - Mountain View Chapter of the Barbershop Harmony Society

(Our performing chorus is “The Peninsulaires”.)

Office: 650-736-4089

Email: tmooresing@gmail.com