



December 2, 1997

Edwin Rigsbee
Rigsbee Enterprises, Inc.
P.O. Box 6425
Westlake Village, CA 91359

Dear Ed:

Please accept my apologies for getting this letter to you so late. Things were kind of hectic in the office, with post-show wrap-up and the Thanksgiving holiday, but I did not forget about the valuable contribution you made to our 1997 NSSEA Fall Show.

On behalf of NSSEA and our Annual Fall Show attendees, Thank you for joining us last week in San Antonio! We truly appreciate your willingness to share your time and your knowledge to enhance the personal and professional development of our members and show participants as moderator for the workshop session entitled "PartnerSHIFT to a New Era of Manufacturer/Dealer Relationships" and at our Manufacturer/Dealer Roundtable Luncheon.

You truly opened the eyes and stimulated the minds of our attendees with your innovative message of partnering for success. I know that you took our usual panel discussion to another level, adding viable solutions to the everyday problems faced by our members in their businesses. Thank you for the refreshing change to the typical workshop and luncheon speaker formats. We look forward to working with you again.

Enclosed please find a summary of your workshop presentation, including information on attendance, survey return rate, and relaxant responses and comments. Should you have questions about the summary, please contact me. Overall, the workshops were well-received, attendees were satisfied with program content, and enjoyed our roster of speakers. I certainly enjoyed working with you!

Again, your contribution as a workshop speaker aided in the overall success of our show, and we thank you! Best wishes to you and your family during the upcoming holiday season!

Warm regards,

Kanisha R. Williams

Kanisha R. Williams
Program Coordinator

Enclosure

Ed- Thanks again for joining us in San Antonio. Enclosed please find the master tapes as promised. Your invoice has been submitted to accounts payable, and should soon follow this letter.

KRW

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