

REV. DIRECTOR

DEAR SIR

I have the honor to acknowledge the receipt of your letter of the 10th inst. in relation to the matter mentioned therein.

I am sorry to hear that you are unable to attend the meeting on the 15th inst. and I trust that you will be able to attend the meeting on the 22nd inst.

I am, Sir, very respectfully,
Your obedient servant,

J. H. [Name]