



BRITISH-AMERICAN TOBACCO COMPANY LIMITED

16 June 1992

Mary Rioux  
Imperial Tobacco Company Ltd  
PO Box 6500,  
Montreal,  
Quebec H3C 3L6,  
CANADA.

Dear Ms Rioux,

Many thanks for cigarette sales information sent to us on June 8th 1992 for the first quarter of 1992.

First of all let me say welcome and I hope that we will enjoy working with us. I would also like to take the opportunity to inform you of our new staffing arrangements. I joined BATCo only a month ago as the new Statistics Manager, taking over from Mr David Chambers and will be responsible for maintaining our Marketing Information System. Reporting to me is Miss Terri Harwood who is responsible for your territory, I suggest that you send all sales information directly to her.

Terri has mentioned to me that she does have some difficulty in understanding some of your sales information to make it compatible with our model. therefore I suggest when she returns from her holiday that she contacts you and if you can find the time you go through with her the areas that she has difficulty in understanding.

Should you have any questions then please feel free to contact me.

Yours sincerely,

Emma Cotter  
Statistics Manager

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A MEMBER OF THE BAT INDUSTRIES GROUP INCORPORATED IN LONDON NO 74974

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**BATCo document for Province of British Columbia 19 April 1999**