

# INQUIRY LETTER PRODUCT SAMPLE

ADB Computers, PTE, LTD.  
Brown world Rd  
Vegas 48119

(Date.....)

The Circulation Manager  
Business Media  
Nathan Road  
Hongkong

Dear Sir,

We are manufacturers of computer floppy discs and are under a market expansion programme conducting more exploration of East European block countries.

Hearing a lot about your popular magazine, we feel interested to advertise our product and to subscribe to it regularly. Could you send us a sample copy for approval?

Yours sincerely,

for ADB Computers (Pte) Ltd

(signed)

Manager Public Relations