

MEMORANDUM

October 27, 1996

To: David G. Marwell

cc: Ron Haron
Phil Golrick
Brian Rosen

From: T. Jeremy Gunn

Subject: Draft "Initial Compliance Letter"

Last week, Ron and I had a brainstorming session and discussed the types of procedures that we might wish to follow for our Compliance Program. After that meeting, Ron wrote a very useful first draft of a model letter. I am attaching my October 27, 1996 revision of Ron's draft.

Please send me your comments.