



Your Office Supplies and Services Store

RE: Xerox 4110 black & white copier

To whom it may concern,

The Xerox 4110 has proven itself to be a real work horse in our walk-in copy shop environment. To date this copier has never let us down. The features on the machine allow us to satisfy the demands of customers with everything from simple single copies to the more complicated reports.

This copier has proven to be user friendly. The heads up display and touch screen have both proven their value in the day to day operations by providing ease of operation. Also this copier has required little attention from the service department. Having a machine that is so reliable has removed a tremendous amount of stress from the job.

The speed of output also amazes most customers who have come to expect a long wait to get their jobs processed. The ability to quickly and reliably turn over their projects creates a positive atmosphere in our store. As the clients come to develop confidence in our ability to satisfy their needs in a timely and proficient manner, they quickly become repeat customers who in turn spread a good report in their business circles.

Overall, we are satisfied with the operation of the Xerox 4110. It is everything a busy copy shop could ever require.

Yours truly,

A handwritten signature in black ink that reads 'Patricia Upton'.

Patricia Upton, B.Sc.,
President