For Illinois Residents :

OCT 15 1985

SAMPLE COVER LETTER FOR LETTER OF AGREEMENT

Customer Name
Customer Address

Dear Customer:

We received your request for Directory Assistance List Service. The attached letter contains the terms and charges for this service. Please sign and return it to me as authorization to proceed with your request.

Very truly yours,

Valerie Smith

Service Representative -

800-435-2202

DSW 476038.1145

STLCOPCB4043305

ENCLOSURE INFORMATION FOR LETTER OF AGREEMENT

DIRECTORY ASSISTANCE LIST SERVICE

Directory Assistance List Service data should be provided as follows:

- 3 x 5 cards - Typed or Printed
- Standard IBM interpreted punch cards

When a 3 x 5 card is provided, no more than one name and address should be included on a card. The name and address information, including the town name plus the Area Code, should be shown as it would be expected to appear in the directory, i.e., last name first. The information should be typed or printed allowing adequate space for inserting the telephone number. The cards should be broken down, first by Area Code, then by city and alphabetically by last name.

When an IBM card is used, the required data should be shown at the top of each card, last name first, then address, including town name, and Area Code. The cards should be broken down in the same manner as the 3 x 5 cards.

The charge in most Areas is $20.00 for each Numbering Plan Area (Area Code) in which telephone numbers are requested, plus $.12 for each telephone number requested plus applicable taxes and shipping charges. In some instances a deposit or advance payment may be necessary.

For Missouri Residents:

Contact Southwestern Bell Telephone
Communications Consultants
314/957-1000

DSW 476038.1148