



Susan Radley Brown, Inc.
2221 Taft Street
Houston, Texas 77006

Mr. Tom Collich
Director of Purchasing
1 Larkin Center, 3rd Floor
Yonkers, NY 10701

November 30, 2017

Dear Mr. Collich,

Please allow this letter serve as a request to change our name from Accelerated Literacy Learning to Susan Radley Brown, Inc.

We are requesting this change in order to be consistent with how we are listed in New York State in addition to districts across the country. The company was always incorporated as Susan Radley Brown, Inc., but in the past we have marketed ourselves as Accelerated Literacy Learning or Susan Radley Brown, DBA Accelerated Literacy Learning.

We are just trying to correct the legal name to be consistent with new contracts and to districts that we provide services.

Thank you in advance for your consideration.

Should you have any questions, please do not hesitate to contact me.

Best,

Susan Radley Brown
President