

86 Beckett Street  
Portland, ME 04101  
September 20, 2013

**Fire Prevention Office**

**380 Congress Street**

**Portland, ME 04101**

**Att: Officer John Martell**

**Re: Three Fire Doors**

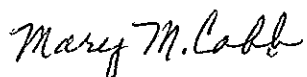
**Dear Officer Martell,**

**As per our recent phone conversation relating to an inspection of my property at 86 Beckett Street; I have outlined the following plan:**

**My intention is to install one of the three doors after the first of the year 2014 and the remaining two in 2015.**

**You indicated in our conversation that this proposal was acceptable to you.**

**Sincerely,**

A handwritten signature in cursive script that reads "Mary M. Cobb".

**Mary M. Cobb**