

C & R Rentals, LLC
9 Skip Road
Buxton, ME 04093
August 4, 2008

Portland Fire Department
380 Congress Street
Portland, ME 04101-3513
Attn: Officer Benjamin Wallace

Subject: CBL: 014 K006001 Located at:0023 Emerson Street

I spoke to the 3rd floor tenant on July 30th to remove all the extra materials stored in the front hall.

My current plans for the fire doors are to complete the 3rd floor front replacements by October 30th, 2008. I plan to install a new back door on the 2nd floor by December 30th, 2008, a new front door on the second floor by February 28th, 2009, and a new back door on the 1st floor by April 30th, 2009.

I would like to put off the 1st floor front door until October 30th, 2009. If this is a problem, please let me know.

Sincerely,

A handwritten signature in black ink that reads "E. Ronald Leighton". The signature is written in a cursive, flowing style.

E. Ronald Leighton