

## Insure Insured Client

J.T.S Civil Engineering Ltd.  
Regency Lane  
Blackmoor  
Liss, Hants. GU33 6BH

04 January 2010

Dear Sirs

**Re: Mrs R Wilson**

**Hayling Island, Hants.**

Quotation No. 9  
Invoice No.

Please find enclosed a cheque for the above works carried out at the property.

Thank you for your prompt response and rapid works to stop the leak. Also for dealing with the insurance company on our behalf. We would certainly recommend your company.

Yours sincerely

**Mrs R Wilson**