
ALL Caps.

(V.Kasuril Rangan) Manager.

for RAM -----WORKS, y.f.

the matter.

2) Satisfaction. We hope you will take immediate action in the requirements of our customers. ~~Let us~~ ~~entire~~ you to send us replacements because we have to meet ~~responsible for the damage~~. In the meantime, we request We can make a complaint to the ~~Transport Co.~~ ~~which is~~ steel.

2) improper handling of the same during transit. damaged condition. We realise that it will be due to sorry to find that about one half of them had been in a ~~dated 1st Feb. 2017~~. When we checked the goods, we were sent yr. Consignment of 50 chairs as per our order. ~~Steel~~ We thank you very much for having promptly

Dear Sirs,

The Modern Furniture Mart,
181 Avinashi Rd,
Coimbatore 641018.

Ref. No. 72/17

21st Feb. 2017.
Chennai 600 002.

148 Anna Salai, Y9
P. B. No. 42,

Telephone: 24712198

(Dealers in Engineering goods)

Ram Engineering works

ALL Caps.

Type the following BUSINESS LETTER in proper form:-

Question-II

[Marks: 50]