

# Keeping to the Point

22 Southlake Drive  
Dayton, Ohio 45459  
February 10, 2001

Mr. Roberto Hernandez  
Vice President, Public Relations  
Valley High Seed Company  
88 Fernleaf Avenue  
Springfield, Massachusetts 01106

Dear Mr. Hernandez:

I am writing to request information about the different kinds of seeds you sell. My Uncle Mike is a farmer, and he told me he uses your seeds. I am interested in learning where you get your seeds from. I would also like to know about any new seeds that your company may have created. I saw a television show once that told about how scientists create seeds.

I am a fourth grader at Peterson Elementary School. We studied the importance of farming in class. Now, everyone is preparing a report about farming. My friend Meg is doing a report about plows. I will use any information you send me in my report.

Thank you very much for your help. I want this to be a really good report.

Sincerely,  
Ellen Bales

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