Mr. Anthony Crow

Tarrant Ave

Compton, CA 90220

November 22, 2010

Mr. Timothy Simpson

Manager

Simpson Sales, Inc.

Compton, CA 90220

Dear Mr. Simpson,

I hereby formally declare that I am retiring from my position as sales manager of this company as I will be reaching retirement age next month.  It has been a fruitful and wonderful twenty years I have spent as an employee of the company and for this I am grateful.

Everyone at the company has become my friend and ally as I went through struggles in my career and my life.  I have grown emotionally and mentally as an employee of the company.  It has been my pleasure working for a fine company that truly values excellent service and customer satisfaction.  The company is one that cares for its staff and its customers to a great extent, thus it continues to grow and excel year after year.

I will be turning over the documents and undergo the formal process of retirement as per company policy.  I wish the company all the best.

Sincerely,

Anthony Crow