



[Model Letter 1] (Indented Style—Close Punctuation)

CHIYODA TRADING CO., LTD.

IMPORTERS, EXPORTERS & DISTRIBUTORS

HEAD OFFICE

(FIRESTONE BUILDING)

1 KYOBASHI ITCHOME, CHUOKU,
TOKYO, JAPAN
(P.O. BOX 1464)

BRANCH OFFICES:
OSAKA, NAGOYA, YOKOHAMA,
FUKUOKA, MOJI, MIKE

CABLE ADDRESS:
"CHIYOTRA" TOKYO
PHONE
KYOBASHI (561) 0141~5
TELEX: TK2574
CODES:
ACME COMMODITY
ACME SUPPLEMENT
BENTLEY'S COMPLETE
BENTLEY'S SECOND

OUR REF. No. 150

YOUR REF. _____

TOKYO, 20th August, 19—.

Harris & Co., Ltd.,
25 Oxford Street, London, W. 1,
England.

Dear Sirs,

Your firm has been recommended to us by The London Chamber of Commerce as being interested in trade with Japan and we are desirous of extending our trade, both import and export, into the English market.

We have very good connections with the leading suppliers and manufacturers in Japan, as well as with the first rate wholesale dealers in merchandise of all kinds, and are in a position to do extensive business.

We are especially interested in building up an import business in lines for which we can become the sole agents and, if you can offer us anything in these lines, we are prepared to give it our most careful consideration.

For any information you may desire as to the stability and character of our firm we are pleased to refer you to The Gaikoku Bank, Ltd., London Branch.

A mutually beneficial business may result from this contract.

Yours faithfully,

THE CHIYODA TRADING CO., LTD.,

Masaru Shimada

Masaru Shimada,
President.

MS/KI