

APPENDIX B

NEUTRAL REFERENCE

Dear _____:

This letter is in reference to your request for information regarding the employment of Leonard Lyons while employed at Rheem Manufacturing Company.

Mr. Lyons worked at Rheem Manufacturing Company from _____ to _____ . Company policy does not permit us to give out any more information concerning Mr. Lyons' employment.

I hope this information is helpful and that it satisfactorily answers your inquiry.

Very truly yours,

RHEEM MANUFACTURING COMPANY