Mr. James Henley

P. O. Box 1298

New York, NY 10023

Dear Mr. Henley:

As requested, I have prepared the following itinerary for your proposed trip to California. Please review it, and let me know if it meets your requirements.

**San Diego** – 2 days

**Los Angeles** – 5 days

**Santa Barbara** – 1 day

**Monterey/Carmel** – 2 days

**San Francisco** – 5 days

**Napa Valley** – 1 day

If you have any questions, please do not hesitate to call me.

Sincerely,

Anne O’Brien

Sales Manager