

Business Design Group

Keith Smith,
Conductor,
Southampton Youth Orchestra,
c/o Mrs Margaret Carter,
2 Highfield Crescent,
Southampton.

Business Design Group
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Covent Garden
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Dear Mr. Smith,

This is to inform you officially that the Southampton Youth Orchestra will be presented with a cheque for £200, for the purchase of a new bass drum, by the Business Design Group at the opening of their new Southampton office on Thursday 20 November 1986.

Further to our telephone conversation earlier this week, Derek Mc Connell, the marketing director of the BDG, has suggested that you contact him direct at their Bristol office on 0272 279137, to arrange for you to visit 371 Millbrook Road West prior to the opening.

The event is now scheduled to begin at 12 noon (not 12.30 as previously stated) on 20 November. We would be grateful if you could arrange for the small party of musicians to arrive in time to begin playing at the start of the event and to continue for half an hour.

Thank you for agreeing to organise a similar ensemble for the evening reception, to start at 5.00pm.

I am enclosing a copy of the invitation that is going out, so that you are kept in the picture.

Best wishes,

Nicola Rossi

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