



August 11, 2016

Michelle Schmidt
Inventory Manager
Purchasing Department
Surplus Property Warehouse

Dear Ms. Schmidt,

We are soliciting your support for our upcoming Fort Bend County Fair. We currently are running off older computers in our livestock office to run our livestock show. Recently we updated our show software, so the older computers are no longer compatible to our needs. We are seeking the following items:

MANUFACTURER	MODEL	S/N	County Tag	Additional Accessories
Dell	Optiplex 780	JT7B4M1	1021666	
Dell	Optiplex 780	GS7B4M1	1021863	
Dell	Optiplex 780	HT7B4M1	1021657	
Dell	Optiplex 780	8GXFDQ1	1023801	
Dell	Latitude laptop	FQ7TLQ1	1024901	Carry Bag and Power cord
Dell	Inspiron 1545 laptop	6T2C2K1	NONE	Carry Bag and Power cord

These computers will allow us to work with new software and run our livestock show. We greatly appreciate your support and look forward to hearing from you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cindy Schmidt", is written over a faint, larger version of the same signature.

Cindy Schmidt
Interim Fair Manger
Fort Bend County Fair Association