



Office Furniture Installations, LLC

Serving the Mid-Atlantic USA

Call us at: 804-222-6200

1/30/2013

To Whom It May Concern:

Please allow us to introduce ourselves. With more than 21 combined years in office furniture installation, Cubes R Us is pleased to offer its services to American businesses nationwide. With solutions for both small and large facilities, we perform initial setups and renovations of all kinds. Whether you are faced with a vacant facility and need to create an entirely fresh installation, or are simply looking to refurnish your current environment, Cubes R Us knows just how to help.

We are proud to offer reliable and competitive services, driven by our strong work ethic and dedicated team. As certified service providers with Knoll, Herman Miller and Steelcase, our products and expertise are sure to meet your particular need. We are also fully insured.

We serve a broad range of clients, and approach each one with the attentive integrity that is our calling card. From call centers to retail administration, from corporate complexes to the home-based business, there are so many office spaces we know and love. Between the excellence demonstrated by our trained and experienced staff and the power of major office furnishings companies at our back, there is no job too big - or too small - for Cubes R Us.

Thank you for taking the time to read our letter of introduction. We sincerely hope that you will find opportunity to do business with us in the future. Should you wish to contact us at any time, please use the contact details provided at the top of this document. Our doors are ever open.

Sincerely,

Vanessa Carter, CEO