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September 7, 2010

Ms. Candy Blair
HC Administrator
Health Care Services
825 North McDonald Street
McKinney, TX 75069

Re: Henry L. and Laura H. Shoap Memorial Fund

Dear Ms. Blair:

Enclosed is our check in the amount of \$76,826 which is payable to the Collin County Health Care Foundation. These funds represent the annual distribution from the Henry L. and Laura H. Shoap Fund.

As a reminder, we will require an annual summary of expenditures for the funds we provided at this time last year. In October of 2011, we will also need a report covering the expenditure of these funds. We also request that all invoices, cancelled checks, receipts, etc. which relate to this grant be retained for five (5) years and that this material be made available for inspection by representatives of Southwestern Medical Foundation during this period.

Please contact me directly if you have any questions.

Sincerely,

W. Plack Carr, Jr.

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Enclosure