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**United States Senate**  
COMMITTEE ON SMALL BUSINESS & ENTREPRENEURSHIP  
WASHINGTON, DC 20510-6350

VIA FACSIMILE & FIRST CLASS MAIL

October 15, 2003

The Honorable Hector V. Barreto, Jr.  
Administrator  
Small Business Administration  
409 Third Street, S.W.  
Washington, D.C. 20416

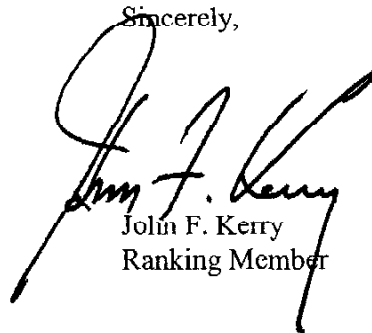
Dear Administrator Barreto:

By close of business tomorrow, Thursday, October 16, 2003, please have delivered to my Committee office, Russell Senate Office Building, Room 442, the following: a copy of the entire signed lease, and supporting paperwork, for the property in Herndon, Virginia. By close of business on Tuesday, October 21, 2003, please have delivered to my Committee office a copy of all work orders submitted for building out, equipping and staffing that location.

Any questions should be directed to Patricia R. Forbes, Democratic Staff Director and Chief Counsel for the Committee. She can be reached at 202-224-8496.

I look forward to your prompt reply

Sincerely,



John F. Kerry  
Ranking Member