

*Applicant's Address  
And Contact Details*

The Quality Assurance Manager  
ABRSM  
24 Portland Place  
London  
W1B 1LU

07 July 2011

*Applicant's number:*

Dear Mrs Seal

Further to the accompanying material regarding my formal appeal on behalf of *candidate's name*, I am writing to verify that the CD/DVD/*minidisk* enclosed is an authentic unedited recording of *candidate's name* performing their examination *pieces/songs and a selection of their scales*, which was recorded on *date of recording*.

We look forward to hearing the result of our appeal in due course.

With best wishes

Yours sincerely

Applicant's Name