

Questions 160–161 refer to the following letter.

April 1, 20\_\_

Ralph Johnson  
President  
Computers, Inc.  
1334 Maple Avenue  
Suite 10  
Mapleville, MI 02148

Dear Mr. Johnson:

On behalf of Steven Reynolds, owner of the building at 1334 Maple Avenue, I am writing this letter to inform you that the rent on your office is overdue. As of today, April 1st, you owe three months' back rent. According to the lease agreement signed by you, we are permitted to request that you vacate the premises following three months of nonpayment of rent. Therefore, you are hereby notified that you are required to pay in full by April 15th, or we will have to ask you to leave the building at the end of the month. Payment must be made in the form of a cashier's check and must be received by this office on or before April 15th. We sincerely hope that we can resolve this matter in a manner satisfactory to all concerned. Please call me if you have any questions.

Sincerely,

*Miriam Hopewell*

Miriam Hopewell  
Building Manager

160. Who wrote this letter?
- (A) A computer programmer
  - (B) The president of a company
  - (C) The building supervisor
  - (D) The owner of the building
161. What does Mr. Johnson have to do by April 15th?
- (A) Pay rent for April only
  - (B) Leave the building
  - (C) Pay three months' rent
  - (D) Call Miriam Hopewell