

August 21, 2002

Dear Appellate Panelist,

James Pelzer, Clerk of the Appellate Division, 2nd Department has asked me to remind you that if you send him a subpoena to be "so ordered" (see my July 30, 2002 letter, attached) you should make sure that you sign the subpoena first.

Thank you.

Very truly yours,

Patrick L. McCloskey

Enc.