

Dictaphone Corporation  
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Stratford, CT 06497-2559  
203.381.7000

# Dictaphone

July 1, 1997

Mr. Vincent J. Lombardo  
6466 Chase Drive  
Mayfield Village, OH 44143

Dear Vincent,

Congratulations! You have reached a milestone in your career with Dictaphone. During 1997, you will celebrate your third anniversary, clear evidence that you are growing in both tenure and professionalism.

As you know, in 1994, we introduced a "career bonus" for all new sales hires, and we made it retroactive for those employees who had less than three years of Dictaphone sales experience as of January 1, 1994. You were in that category and with your continued employment, are now eligible for the prorated career bonus. A bonus check, in the gross amount of \$4,000, is attached to mark this occasion.

Based on your past performance with Dictaphone, it is clear that you and Dictaphone have been a good match. With our ever more sophisticated product line, and with the new products we will introduce this year, we will continue to challenge you while providing opportunities for personal growth and increased income. Best wishes for a very successful 1997!

Cordially,



Bob Ronchi  
Vice President, Business Systems  
Integrated Voice Systems



Rob Schwager  
Vice President, North American  
Sales Operations

*Combining Voice & Data to Serve You*