



To: John Miller - Monitor
From: Shelly Smith
Date: 25-Jan-2008

Dear Monitor,

Please find the attached outstanding queries for the following site and study:

Study Name: ABC-1001

Site	Visit	Initials	Date Site Was Queried
101	Visit 1	NS	02-Nov-2007
102	Visit 4	NS	01-Nov-2007
105	Visit 6	AB	12-Oct-2007

Please fax back each page with corrections.

Best Regards,

PPD Investigator Services



Global Central Labs
2 Tesseneer Drive
Highland Heights, KY 41074

Date: 25-Jan-2008
Sponsor: ABC Company
Protocol Number: 12321
Study Number: ABC-3333

Monitor: John Miller
Phone: 555-123-4321
Fax: 555-123-4444
Email: johnmiller@monitor.com

Site Number: 101
1234 Main Street, New Hope, MN 55428
Phone: 763-404-1443
Fax: 763-553-9796
Email: an_email@somewhere.com

Please see below queries to site older than 2 days:

Randomization #	Screening #	Initials	Visit	Details	
123999	1000091	TD	1	Missing Screening ID#	
129997	1000233	HM	1	Missing Weight	lbs
123495	1000343	AL	1	No Draw Date	DD-MM-YYYY

Please complete and email to helpdesk@ppdi.com or fax to the following number: **555-343-8989**.



Global Central Labs
2 Tesseneer Drive
Highland Heights, KY 41074

Monitor: John Miller
Phone: 555-123-4321
Fax: 555-123-4444
Email: johnmiller@monitor.com

Date: 25-Jan-2008
Sponsor: ABC Company
Protocol Number: 12321
Study Number: ABC-3333

Site Number: 102
12 Grand Ave, Canton, OH 44646
Phone: 330-404-1443
Fax: 330-553-9796
Email: a_canton@somewhere.com

Please see below queries to site older than 2 days:

Randomization #	Screening #	Initials	Visit	Details	
123456	1000001	JS	4	Missing Screening ID#	
123477	1000003	JM	4	Missing Weight	lbs
123495	1000009	NS	4	No Draw Date	DD-MM-YYYY

Please complete and email to helpdesk@ppdi.com or fax to the following number: **555-343-8989**.